



## MINUTES – WHWCNC FULL BOARD MEETING

Wednesday, December 13, 2017, 6:30 p.m.

American Legion Hall

5320 Fallbrook Ave, Woodland Hills, CA 91367

Call to Order - 6:50 p.m. by Joyce Fletcher, President

Pledge of Allegiance - by Heath Kline

Roll Call - by Karen DiBiase (Linda Kouy-Ghadosh is absent)

- Karen DiBiase, Ray Cole, Nancy McLean, Martin Lipkin, Don Patterson, Cameron Gill, Dorothy Strackbein, Pat Patton (late, left early), Gilbert Yablon (late), Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman - QUORUM 15

**Approval of Minutes:** Regular Board Meeting - November 8, 2017 – approval postponed to next meeting  
Special Board Meeting - November 8, 2017 – approval postponed to next meeting

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

#### Public Announcements:

- ☐ LAPD Topanga Division – Lead Officers, Sean Dinse and Brent Rygh  
-Not in attendance
- ☐ Office of Councilman Bob Blumenfield – Tim Glick and Veronica  
-Bob Blumenfield held a successful Holiday party gathering and donation of toys  
-Ribbon cutting to celebrate new lane on Victory Blvd, Dec 14<sup>th</sup> at 10:30am (Flyer distributed)  
-People on “Nextdoor” are concerned about homeless encampments. Any notifications received by Bob Blumenfield’s office are passed along to the proper agencies.
- ☐ Office of other Local and State Officials and Other Public Announcements – Kathleen from Empower LA  
-Bylaw Amendments are due to Empower LA by April 15, 2018

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

##### -Larry Green, Westfield

-Westfield has been sold to BIT.LY (based in Paris, France). They have a “shared vision” with Westfield of high quality properties. The sale will allow the Westfield brand to expand into Europe. It will be “business as usual” at this time – team members to remain unchanged. Don’t anticipate any changes (at this time) with the design of Promenade 2035. The EIR may be available in late Jan 2018, and will be on the city of LA website.

##### -Miles Lewis, Community member

-Local artist/Environmental Advocate in the Valley. Wanted to meet the WHWCNC and is interested in serving on the Board.

### Organization, Operation, Policies, & Procedures, Officer Reports:

President - Joyce Fletcher

-Will send out the NC “Code of Conduct” to all members and remind us what is good/appropriate conduct within the NC.

Vice-President – Sheppard Kaufman

-Thanks to those who showed up at the Health Fair

Treasurer - Heath Kline

-No comments at this time

Secretary - Linda Kouy-Ghadosh

-Absent

Parliamentarian - Aaron Williams

-No comments at this time

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

### **Item No. (1) Don Patterson, Chair – Governance Committee (16-235) Standing Rule 18**

Discussion and possible action:

Motion for the Board to approve revisions to the Woodland Hills Warner Center Neighborhood Council Standing Rules adding a rule regarding the conduct of Board and Committee meetings.

SR – 18 All Board and Committee meetings shall comply with the following procedures.

- In accordance with the Ralph M. Brown Act, all agendas for regularly scheduled meetings shall be posted at least 72 hours in advance of the meeting and agendas for special meetings shall be posted at least 24 hours prior to the meeting.
- Whenever possible, all agendas must also be posted on [www.whcouncil.org](http://www.whcouncil.org) in PDF format, not exceeding 18mb. Any document in excess of 18mb must be separated into PDF files that do not exceed 18mb.
- For Monthly Full Council Board Meetings agenda items and related support documents must be submitted to the President on the Friday prior to the Board meeting.
- Copies of the agenda and at least one (1) copy of all supporting documents must be publicly available at the Board or committee meeting at a separate table near the entrance to the room.
- A sign-in sheet and speaker cards must also be available at all Board and committee meetings at the same location as the agenda and supporting documents.
- A Board Officer or committee chair shall announce the availability of such material at the start of each meeting.
- All board and committee meetings shall have minutes that must be posted on [www.whcouncil.org](http://www.whcouncil.org) within 10 business days following approval of the minutes. Minutes shall be presented for approval at the next regularly scheduled meeting of the Board or committee.

**Amendment Motion by: Aaron Williams, Second by: Marty Lipkin**

**Vote: Yes: 11      No: 4      Abstain: 0      MOTION PASSED**

**Motion by: Aaron Williams, Second by: Karen DiBiase**

**Vote: Yes: 11      No: 3      Abstain: 0      MOTION PASSED**

**Pat Patton excused himself from the meeting**

### **Item No. (2) Don Patterson and Lauren Coffman, Co-Chairs – PLUM Committee (16-236) Case No. ZA-2017-3167-MCUP      21851 Victory Blvd., Canoga Park, CA 91303**

Discussion and possible action:

The Project proposal is for a Master CUB for sale and service of a full line of alcohol within the eight restaurants with up to 3,800 seats, ground level Food Hall with up to 1,600 seats, and one movie theatre including lobby area where food and alcohol can be purchased and served and 9 auditoriums where alcohol can be consumed, within an approved building addition to Westfield Topanga.

Motion: WHEREAS, the alcohol serving times will correspond with the proposed hours of operation for the restaurants and Food Hall which are Sunday through Thursday from 6:00 am to 12:00 am and Friday and Saturday from 6:00 am to 1:00 am; The theatre will operate 9:00 am through 2:00 am daily. The theatre's closing time is approximate and based on the length of the movies; AND

WHEREAS, Westfield will have full time security; AND

WHEREAS, there will be a 24 hour hotline for customer input; AND

WHEREAS, Westfield will be responsible for implementing the restrictions of alcohol use by vendor selection; AND

WHEREAS, each vendor who sells alcohol will be responsible for obtaining their ABC permits; AND

WHEREAS, Different types of parking will allow for proximity parking to different vendor locations;

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 by Westfield LLC, for the MCUP at their property located at 21851 W. Victory Boulevard, Los Angeles, CA 91303, receive the support of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

**Conditions:**

The Additional Voluntary Commitments presented by Westfield LLC will be part of this approval as follows:

Will submit to LAPD the name of all proposed restaurant tenants and any tenant history requested, prior to a restaurant utilizing the CUB, for LAPD review;

A security plan for the area covered by the CUB will be prepared in consultation with, and be approved by, LAPD prior to the beginning of operations;

Will coordinate with LAPD on a regular basis to review the effectiveness of the security plan, and modify any measures as determined by LAPD;

A 24 hour hotline number will be established, and Westfield will respond to citizen complaints within 24 hours. The hotline phone number will be posted on all entrances and exits in which patrons have access. A log containing the time, date, and nature of the complaint, and the resolution of the matter will be maintained, and available to LAPD on request; Electronic recordings from security cameras will be maintained for at least 30 days. The tapes will be furnished to LAPD on request;

2) Westfield will implement the California State Licensing Regulations of beer and wine tastings;

3) Westfield will continuously update the WHWCNC of any changes in original tenants;

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 Dec. 13, 2017 PLUM Vote : Aye: 9 Nay: 0 Abstain: 0

**Motion by: Lauren Coffman, Second by: Aaron Williams**

**Vote: Yes: 13 No: 1 Abstain: 0 PASSED, with friendly amendment**

Planning document: 17-1343

NOTE: Applicant representative is present for discussion.

**Item No. (3) Don Patterson and Lauren Coffman, Co-Chairs – PLUM Committee**

**(16-237) Case No. DIR-2017-2177-DRB-SPP-MSP 22568 West Uhea Rd, Woodland Hills, CA 91367**

Discussion and possible action:

Construction of a new, 3,846 square-foot, single-family residence with a 400 square-foot, two-car garage. The project includes approximately 821 square feet of hardscape and 896 square feet of basement area. This would result in a total structure of 5,142 square feet and a proposed maximum height of approximately 25'-0" on an approximately 19,685

square-foot lot. The project is in the MSP Outer Corridor and subject to the Baseline Hillside Ordinance. The project is downslope from the Uhea Road right-of-way and upslope of Mulholland Drive. The applicant has stated that the project is visible from Mulholland Drive. The project does not propose removal of any protected trees.

Motion: Having held one public meeting for the application concerning DIR-2017-2177-DRB-SPP-MSP for the new construction of 4,046 square foot living space plus 4 stalls of parking (including 2 car garage) the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the proposed structure will still meet the requirements of the area Specific Plan; and  
WHEREAS, the applicant has agreed to implement suggested improvements and modifications and conditions (see below) to the submitted application; and  
WHEREAS, the applicant has complied with all of the suggested changes brought forth by the Mulholland Review Board:

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein finds that the proposed application for new construction of 4,046 square foot living space plus 4 stalls of parking (including 2 car garage) receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions with the following conditions:

No Arabian Red on the Balcony.

Look into the stabilization of the downhill slope for the other home owners below and provide a letter from a civil engineer with recommendations to the Woodland Hills-Warner Center Neighborhood Council.

Provide Opaque Glass for the garage doors.

Additionally, the PLUM 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 subsequent recommendation to support this application. PLUM Vote : Aye: 7      Nay: 2      Abstain: 0

Motion by: Don Patterson, Second by: Cameron Gil

Vote: Yes: 11      No: 3      Abstain: 0      PASSED

Planning document: Lot 88

NOTE: Applicant representative made presentation to the NC.

*(Note, see Agenda Item (4): Board member Aaron Williams requested a Reconsideration of Agenda Item (3) to the next NC board Meeting, following the results of the NC vote on Agenda Item (4). Second by Peter Fletcher.*

*Vote for Reconsideration: Aye 12      Nay 2      Abstain 0*

*NOTE: Pending approval by Mulholland Review Board, needs to be resubmitted.)*

**Item No. (4) Don Patterson and Lauren Coffman, Co-Chairs – PLUM Committee**  
**(16-238) Case No. DRB-SPP-MSP      22574 West Uhea Rd, Woodland Hills, CA 91364**

Discussion and possible action:

Construction of a new, 4,708 square-foot, single-family residence with a 400 square-foot, two-car garage. The project includes approximately 1,281 square feet of hardscape and 1,153 square feet of basement area. This would result in a total structure of 5,861 square feet and a proposed maximum height of approximately 25'-0" on an approximately 15,296 square-foot lot. The project is in the MSP Outer Corridor and subject to the Baseline Hillside Ordinance. The project is downslope from the Uhea Road right-of-way and upslope of Mulholland Drive. The Page 3 applicant has stated that the project is visible from Mulholland Drive. The project does not propose removal of any protected trees.

Motion:

Having held one public meeting for the application concerning DIR-2017-2184-DRB-SPP-MSP for the new construction of 4,508 square foot living space plus 4 stalls of parking (including 2 car garage) the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the proposed structure will still meet the requirements of the area Specific Plan; and

WHEREAS, the applicant has agreed to implement suggested improvements and modifications and conditions (see below) to the submitted application; and  
WHEREAS, the applicant has complied with all of the suggested changes brought forth by the Mulholland Review Board;

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein finds that the proposed application for the new construction of 4,508 square foot living space plus 4 stalls of parking (including 2 car garage) receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions with the following:

**Conditions:**

No Arabian Red on the balconies  
Look into the stabilization of the downhill slope for the other home owners below and provide a letter from a civil engineer with recommendations to the Woodland Hills-Warner Center Neighborhood Council  
Provide Opaque Glass for the garage door  
Install a barrier at the end of the road to prevent drivers on the road from driving off of the drop off at the end of the road.

Additionally, the PLUM 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 subsequent recommendation to support this application. PLUM Vote : Aye: 8    Nay: 1    Abstain: 0

**Motion by: Lauren Coffman, Second by: Cameron Gil**

**Vote: Yes: 7                      No: 7                      Abstain: 0                      MOTION FAILED**

Planning document: Lot 89

NOTE: Applicant representative made presentation to the NC.

**Aaron Williams made a motion requesting a Reconsideration of Agenda Item (3) to the next NC board Meeting, January 10, 2018 following the results of the NC vote on Agenda Item (4).    Seconded by Peter Fletcher.**

**Vote for reconsideration: Aye 12                      Nay 2                      Abstain 0**

**NOTE: Pending approval by Mulholland Review Board, needs to be resubmitted.)**

**Item No. (5) Don Patterson and Lauren Coffman, Co-Chairs – PLUM Committee**  
**(16-239) Case No. DIR-2017-4019-SPP                      22748 Ventura Blvd. Woodland Hills, CA 91364**

Discussion and possible action:

**Motion:**

As pertaining to Case DIR 2017-4019, having held two public meetings for the application filed by Henrik Gharajeh to install a new wall sign at 22748 Ventura Boulevard in the Ventura/Cahuenga Boulevard Corridor Specific Plan Area, Woodland Hills, CA 91364 the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the existing two pole signs are permitted and grandfathered and therefore have an existing/ nonconforming status; and

WHEREAS, the subject wall sign application for the Green Angels cannabis dispensary, that was installed without an application, has been judged compliant with the Ventura-Cahuenga Corridor Specific;

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 and plans by Henrik Gharajeh of Ani Sign Design, Inc. for the proposed project at 22748 Ventura Boulevard Woodland Hills, CA 91364, receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

**Conditions:**

- 1) The 18” x 18” non-permitted cannabis logo shall be removed from the pole sign;

- 2) The existing non-static illumination of the liquor store pole sign/face and the Green Angel pole sign/face will be changed to static mode;
- 3) Both poles and sign frame / boxes will be painted to match the building located on the property.
- 4) Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to and acceptance of these conditions.
- 5) All plans presented on December 13, 2017 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.

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 approve this application as presented on December 7, 2017. PLUM Vote: Aye: 7 Nay: 2 Abstain: 0

**Motion by: Lauren Coffman, Second by: Cameron Gil**

**No vote taken**

**Heath Kline made a motion to table agenda item #5 until property owner can attend the NC meeting.**

**Seconded by Peter Fletcher.**

**Vote: Yes: 12 No: 2 Abstain: 0 PASSED**

NOTE: Sign Contractor was present at NC meeting.

**Item No. (6) Treasurer, Heath Kline**

**(16-240) Approval of Monthly Expense Reconciliation [MER] for October & November 2017**

Discussion and possible action:

Motion to approve the WHWCNC Budget for Fiscal Year 2017 - 2018 Monthly Expense Reconciliation [MERs] for: (1) October with a beginning balance of \$41,086.55 and an ending balance of \$38,643.93 [pages 1-30] and (2) November with a beginning balance of 38,643.93 and an ending balance of \$37,713.94 [page 31-45] and confirm the payments reflected on the two MERs.

The two MERs are included in the [Dec 17 Financial Items.PDF](#) posted with this agenda.

**Motion by: Heath Kline, Second by: Don Patterson**

**Vote: Yes: 14 No: 0 Abstain: 0 PASSED**

**Item No. (7) Treasurer, Heath Kline**

**(16-241) Motion to Approve Board Member Reimbursement to Heath Kline for \$297.12**

Discussion and possible action:

Motion to approve a payment in the amount of 297.12 to NC Treasurer Heath Kline to reimburse him for the following board approved expenses of the NC that he advanced: (1) B/L 144 \$107.56 for refreshments purchased at Costco for the NC's December 3 Health & Insurance Fair, (2) B/L 55 \$172.61 for a 92-inch projection screen and carrying case purchased from Amazon to be used with the NC's new video projector and (3) B/L 37 \$16.95 for Velcro fasteners purchased from Amazon to be used with the NC's new A-frame signs and message strips to allow the messages to be modified and swapped.

Heath advanced these funds because the NC Credit Card could not be used with these vendors. The City's required documentation for Board Member Reimbursement (invoices and crossed linked Board Member bank statement proof of payment) is included in the [Dec 17 Financial Items.PDF](#) posted with this agenda [pages 46-54].

**Motion by: Heath Kline, Second by: Aaron Williams**

**Vote: Yes: 14 No: 0 Abstain: 0 PASSED**

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NOTE: Special Agenda meeting began at 10:10pm, adjourned at 10:15pm.  
Minutes listed separately.

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#### **4. Board Member Area Reports: NOT HELD**

Area 1 – Karen DiBiase, Linda Kouy-Ghadosh  
Area 2 – Sean McCarthy, Raymond Cole, Brian Drapkin, Paul Lawler  
Area 3 – Nancy McLean, Herbert Madsen, Martin Lipkin, Eva Morris-Huffman  
Area 4 – Don Patterson, Cameron Gil, Bill Anderson  
Area 5 – Dorothy Strackbein, Richard Hollander, Mercy Alpert  
Area 6 – Pat Patton, Heath Kline, Gilbert Yablon, Lauren Coffman  
Area 7 – Aaron Williams, Joyce Fletcher, Peter Fletcher, Marie Pierre  
At Large – Sheppard Kaufman, Gina Thornburg

#### **5. Committee Reports: NOT HELD**

Animal Services Committee–Dorothy Strackbein and Linda Kouy-Ghadosh, Co-Chairs  
Beautification Committee – Sean McCarthy, Chair  
Budget Committee - Heath Kline, Chair  
Community Outreach Committee – Aaron Williams and Ray Cole, Co-Chairs  
Community Services – Mercy Alpert and Joyce Fletcher, Co-Chairs  
Education Committee – Aaron Williams, Chair  
Environmental Committee – Karen DiBiase, Chair  
Governance Committee – Don Patterson, Chair  
PLUM Committee – Don Patterson and Lauren Coffman, Co-Chairs  
Public Safety Committee – Sheppard Kaufman, Chair  
WHIP Committee – August Steurer, Chair  
Ad Hoc Senior Services – Linda Kouy-Ghadosh, Chair  
Ad-hoc WHWCNC Newsletter – No Chair  
Ad-hoc Westfield Promenade 2035 Project – Joyce Fletcher, Chair

#### **Announcements:**

**The next Board meetings will be held on Wednesday, January 10, 2017 at the American Legion Hall, 5320 Fallbrook Ave, Woodland Hills, CA 91367.** Meeting dates for or the upcoming 2016/2017 year; the proposed Board meeting dates are: TBD (Date, Time, location subject to change or cancellation. Please check the [www.whcouncil.org](http://www.whcouncil.org) website)

#### **Adjournment of meeting: 10:15pm**

Disabilities Act Notification: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the bases 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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at ~~(818) 756-9628~~, ~~(818) LA HELPS~~.

Brown Act Notification: In compliance with Government Code 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of a meeting may be viewed at the [www.whcouncil.org](http://www.whcouncil.org). calendar page.

Agendas for meetings will be posted here and at specific locations 72 hours in advance of the scheduled meeting. Meetings are subject to change and the WHWCNC website [www.whcouncil.org](http://www.whcouncil.org) should be checked frequently. If you would like a copy of any record related to an item on the agenda, please contact: [l.kouyghadosh@whcouncil.org](mailto:l.kouyghadosh@whcouncil.org)

NOTE: Telephone number(s) for the Department of Neighborhood Empowerment need to be updated. Joyce Fletcher will email NC members with the new contact numbers.