



MINUTES – WHWCNC FULL BOARD MEETING

Wednesday, December 9, 2020 at 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 either dial +1 669 900 6833 or go online via Zoom, 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. When calling-in telephonically, 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. Zoom users should use the "raise hand" feature.

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>
-

MEETING AGENDA

Additional Supporting Documents for certain agenda items can be found at:
<https://whcouncil.org/event/full-board-meeting-20>

PART I:

Call to Order - *Sheppard Kaufman, 6:39pm*

Pledge of Allegiance - *Paul Lawler (said after Roll Call)*

Roll Call - *Karen DiBiase, Asst Secretary*

Quorum at time of meeting called to order: 18

Aaron Quantz, Karen DiBiase, Paul Lawler (left early 10:35pm after Item#6), Sean McCarthy, Ray Cole, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Heath Kline, August Steurer, Ginny Sand (arrived late 6:50pm, voted on all Items),

Houtan Hormozian, Sheppard Kaufman, Gina Thornburg (left early 10:20pm, before vote on Item#6)

Public Announcements:

Office of Councilmember Bob Blumenfield – *Tim Glick*

Office of other Local and State Officials – *None*

Other Government Agencies - *None*

Other Public Announcements – *Tammy Rameriz (Rep for LAUSD), Vanessa Seranno from EmpowerLA*

Public Comment Period on Non-Agenda Items: Up to two (2) minutes per speaker.
Time allotted is subject to change at the discretion of the presiding officer.

PART II: Organization, Operation, Policies, & Procedures:

A. Approval of Minutes: Special Board Meeting, November 10, 2020

[See posted support document](#)

Original Motion: Sheppard Kaufman, Second: Martin Lipkin

Substitute Motion: Gina Thornburg, Second: Aaron Quantz

Substitute Motion: To adjust Item#1 on Minutes related to Reconsider Substitute Motion at bottom of page 3:
Add “, but she did not make a motion” and delete: “Second: Peter Fletcher”

Roll Call Vote (Substitute Motion)

FAIL Yes: 4 No: 12 Abstain: 2 Ineligible: 1 Total: 19

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

Original Motion: Sheppard Kaufman, Second: Martin Lipkin

Roll Call Vote (Original Motion)

PASS Yes: 11 No: 3 Abstain: 4 Ineligible: 1 Total: 19

- **YES:** Karen DiBiase, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Ginny Sand, Houtan Hormozian, Sheppard Kaufman
- **NO:** Aaron Quantz, John Sandy Campbell, Heath Kline
- **ABSTAIN:** Ray Cole, Don Patterson, August Steurer, Sheppard Kaufman
- **INELIGIBLE:** Gina Thornburg

B. Officer Reports

President - Joyce Fletcher

Vice President – Sheppard Kaufman

Treasurer – Paul Lawler

Secretary – Komalpreet Batth

Parliamentarian – Don Patterson

C. Area Reports

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, Houtan Hormozian, Tim Root
Youth Member – Vacant (*Andrew McNeal resigned*)
At-Large – Sheppard Kaufman, Gina Thornburg

D. Committee Reports - None

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs
Community Services Committee – Joyce Fletcher, Chair
Education Committee – Bill Anderson, Chair
Environmental & 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
Technology & Social Engagement (formerly Community Outreach) Committee – Peter Fletcher, 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

PART III: Items for Discussion and Possible Action

Item No. (1) Governance Committee – Don Patterson, Chair **(20-085) Appointment of Austin Rocker to serve as Area 5 Residential Representative**

Discussion and possible action:

Pursuant to Article V Section 6 of the Woodland Hills Warner Center Neighborhood Council Bylaws: Motion for the board, by majority vote, to confirm Austin Rocker as Residential Representative for Area 5 of the Woodland Hills-Warner Center Neighborhood Council.

Motion: Don Patterson, ***Second:*** Sheppard Kaufman

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 1 Out of Room: 1 Total: 19

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

Item No. (2) Treasurer - Paul Lawler
(20-086) Monthly Expense Report (MER) – October 2020

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2020-2021 Monthly Expense Reconciliation [MER] for October 2020.

[See posted support document for October 2020 MER](#)

Motion: Paul Lawler, ***Second:*** Martin Lipkin

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 2 Total: 19

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

Item No. (3) Treasurer - Paul Lawler
(20-087) Approval of Reallocated Budget (Dec 5, 2020) for 2020-2021

Discussion and possible action:

Motion to approve the reallocation of the 2020-2021 WHWCNC Budget. The budget was reallocated to reflect recent funding approvals.

[See posted support document for reallocated budget](#)

Motion: Sheppard Kaufman, ***Second:*** Martin Lipkin

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 2 Total: 19

- **YES:** Aaron Quantz, Karen DiBiase, Paul Lawler, Sean McCarthy, Ray Cole, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Heath Kline, Ginny Sand, Houtan Hormozian, Sheppard Kaufman
 - **NO:**
 - **ABSTAIN:**
 - **INELIGIBLE:** August Steuer, Gina Thornburg
-

Item No. (4) Joyce Fletcher, President of the Board
(20-088) Removal of an Officer of the Board
WHWCNC Bylaws - Article VI Officers

Discussion and possible action:

MOTION:

Pursuant to the bylaws of the Woodland Hills-Warner Center Neighborhood Council, this is the second vote at a regularly scheduled WHWC NC board meeting on the Motion for the Board to remove Komalpreet Kaur Batth as Secretary of the Woodland Hills-Warner Center Neighborhood Council.

The Secretary has failed to provide to the WHWCNC Board the following Minutes:

Minutes: Board Meeting, September 11, 2019
Corrected minutes: Board Meeting, October 16, 2019
Minutes: Officer's Meeting, November 7, 2019
Corrected minutes: Board Meeting, November 13, 2019
Minutes: Board Meeting, December 11, 2019
Minutes: Officers Meeting, December 19, 2019

Minutes: Board Meeting, January 8, 2020
Minutes: Board Retreat, February 1, 2020
Minutes: Officers Meeting, February 13, 2020
Minutes: Board Meeting, March - cancelled per Covid 19
Minutes: Board Meeting, April - cancelled per Covid 19
Minutes: Board Meeting, May 13, 2020
Minutes: Special Board Meeting, May 19, 2020
Minutes: Board Meeting, June 10, 2020
Minutes: Officers Meeting, June 22, 2020
Minutes: Board Meeting, July 8, 2020
Minutes: Board Meeting, August 12, 2020
Minutes: Officers Meeting, August 31, 2020
Minutes: Board Meeting, September 9, 2020
Minutes: Officers Meeting, September 30, 2020

Due to non-compliance of the Woodland Hills Warner Center NC Bylaws - **Article VI Officers Section 2, D** (see text below), it is being requested for board member, Komalpreet Kaur Batth, holding the position of Secretary, to vacate that officer post no later than 6:00pm, October 14, 2020 or for the board to vote to remove Komalpreet Kaur Batth as Secretary of the Board.

Article VI Officers - Section 2: Duties and Powers - D. Secretary. The Secretary shall keep the minutes of the Neighborhood Council; see that all notices are given in accordance with the provisions of these Bylaws; be custodian of the Neighborhood Council's non-financial records; and perform all other duties as requested by the President and/or the Board. The Secretary shall keep the Bylaws and Standing Rules up to date and shall keep an official list of all Representatives, Alternates, and Committee Members and their terms, and keep a register of the addresses (including electronic address, if applicable) and telephone numbers of each Representative and Alternate. The Board shall appoint an Assistant Secretary who shall assist the Secretary with all duties and act in his or her absence."

This does not mean that Komalpreet Kaur Batth is being removed from the Board.

The procedures for removal of an officer are outlined in the Woodland Hills Warner Center Bylaws Article VI Officers, Section 5 Removal of Officers:

Article VI Officers - Section 5 - Removal of Officers: Any Board Member who desires to remove an officer shall present it to the Board and it shall be placed on the agenda at two consecutive regular Board meetings. Removal shall take place only upon two consecutive full council meetings, both which have two-thirds votes (voting must be by roll call) supporting removal before the Officer is removed. The individual subject to removal shall be permitted to vote.

The non-compliance of recording and producing minutes in a timely manner affects the Board's operations, administrative duties, and required compliance with the DONE and the Board of Neighborhood Commissioner policies.

Original Motion: Sheppard Kaufman, Second: Dena Weiss

Substitute Motion: Don Patterson, Second: Ray Cole

Substitute Motion: To postpone Item Item#4 to remove Komalpreet Batth as Secretary indefinitely

Roll Call Vote (Substitute Motion)

FAIL Yes: 5 No: 12 Abstain: 1 Ineligible: 1 Total: 19

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

Original Motion: Sheppard Kaufman, Second: Dena Weiss

Roll Call Vote (Original Motion)

PASS Yes: 13 No: 4 Abstain: 1 Ineligible: 1 Total: 19

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

Item No. (5) PLUM Committee – Lauren Coffman, Chair **(20-089) Case No. ZA-2020-1639 Rib Ranch Barbecue Restaurant** **4923 Topanga Canyon Blvd., Woodland Hills, CA 91364**

Discussion and Possible action:

MOTION:

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 sq ft. 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 barbecue 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 Board~~ **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 Board~~ **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 Board~~ **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 December 9, 2020.

Original Motion: Lauren Coffman, Second: Sean McCarthy

Substitute Motion: Heath Kline, Second: Paul Lawler

Substitute Motion: To support Item#5 in its entirety and support enlarging the prep area.

Note revised wording: Replace “PLUM” with “Board” and change “does not support” to “supports”

Roll Call Vote (Substitute Motion)

PASS Yes: 13 No: 5 Abstain: 0 Ineligible: 1 Total: 19

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

Original Motion: Lauren Coffman, Second: Sean McCarthy

Roll Call Vote (Original Motion) – Replaced by Approved Substitute Motion

Item No. (6) PLUM Committee – Lauren Coffman, Chair
(20-090) Case No. ZA-2017-84 New home construction
4798 N. Abargo St., Woodland Hills, CA 91364

Discussion and Possible action:

MOTION:

As pertaining to ZA-2017-841 a proposed residence at 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 of 1,300 sq. ft. with one covered parking space; and

Whereas, the property is a substandard lot of only 2,500 SF in the Girard Tract and fronts on the un-vacated 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 **Variances**:

- 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 applicant's 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 December 9, 2020.

(Committee Meeting Input: Applicant Carol Chan commented on the motion. Public Comment was received from 1 stakeholder who opposed the project.)

Motion: Lauren Coffman, Second: Aaron Quantz

Roll Call Vote

PASS Yes: 13 No: 5 Abstain: 0 Ineligible: 0 Total: 18

- YES: Paul Lawler, Sean McCarthy, Angela Dawson, John Sandy Campbell, Don Patterson, Dena Weiss, Peter Fletcher, Lauren Coffman, Heath Kline, August Steurer, Ginny Sand, Houtan Hormozian, Sheppard Kaufman
- NO: Aaron, Quantz, Karen DiBiase, Ray Cole, Nancy McLean, Martin Lipkin
- ABSTAIN:
- INELIGIBLE:

Note: Gina Thornburg left meeting at 10:20pm, before vote on Item#6

Reconsider Motion: *Heath Kline voted yes on Item#6 and requests to Reconsider this Motion*

Reconsider Motion: *Heath Kline, Second: Peter Fletcher*

Note: Heath Kline withdrew the Reconsider Motion for Item#6

Roll Call Vote (Reconsider Motion) – No vote required

Item No. (7) PLUM Committee – Lauren Coffman, Chair **(20-091) Case No. DIR-2020-1334 Project permit compliance review** **4924 N. Llano Drive 91364**

Discussion and Possible action:

MOTION:

The Planning, Land Use, and Mobility committee (PLUM) having held three hearings regarding a request for a project permit compliance review for the construction of a new approximately 4,461 SF single-family dwelling at 4924 N. Llano Drive, Woodland Hills, CA 91364. The three virtual PLUM meetings were held on

August 27th, November 19th, and December 3rd of 2020. The following are the findings and recommendation of the PLUM committee:

WHEREAS, the Applicant has designed and substantially complies with the applicable regulations, findings, standards, and provisions of the Mulholland Scenic Parkway Specific Plan and The Baseline Hillside Ordinance; and,

WHEREAS, the applicant has agreed to implement and will note on their plans, suggested improvements and modifications and conditions (see below) to the submitted application; and,

WHEREAS, the applicant has responded to the PLUM committee request for additional architectural drawings that enhance the community; and,

WHEREAS, the applicant has provided a rain barrel water capture plan in response to PLUM the committee's request; and,

WHEREAS, the applicant has agreed to a landscape plan, especially screening the 10 foot retaining wall with species of plants listed on applicant's plans, and,

WHEREAS, the applicant has plans for a construction material staging and receiving area on his adjacent property and remediating the lot following construction; and,

WHEREAS, the applicant has committed to providing a construction workers' parking plan; and,

WHEREAS, the applicant has agreed to abide by and include all of the Mulholland Design Review Board requirements, and print MDRB requirements on applicant's project construction plans.

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, Kamal Singh, for the new construction of a three-story residence of 4,261 SF with a 2 car 400 sq. ft garage at street level with a lower deck and pool 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 plans presented on at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) on December 9th, 2020 shall be dated as such and re-submitted to Planning as an (updated) project application submittal.
2. Additionally, all conditions herein shall be printed on the Project Summary page as a commitment to and acceptance of these conditions. Further, the applicant and owner shall also include all recommendations made by the Mullholland Review Board on his construction plans.
3. The applicant and owner will not submit any significant changes, further updated plans or changes without first presenting them to the WHWCNC for support.
4. 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.

THEREFORE: Be it resolved that the Woodland Hills – Warner Center Neighborhood Council advise the Los Angeles Department of City Planning and Council District 3 Councilmember Bob Blumenfield of its findings and recommendation to support the application presented to the WHWCNC Board on December 9th, 2020.

Motion: Lauren Coffman, ***Second:*** Don Patterson

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 0 Total: 17

- **YES:** Aaron Quantz, Karen DiBiase, Sean McCarthy, Ray Cole, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Heath Kline, August Steurer, Ginny Sand, Houtan Hormozian, Sheppard Kaufman
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:**

Note: Paul Lawler left meeting at 10:35pm, before vote on Item#7

Item No. (8) PLUM Committee – Lauren Coffman, Chair
(20-092) Case No. DIR-2019-4531-DRB-SPP-MSP Permit Compliance/Design Review
4314 Canoga Drive, Woodland Hills, 91364

Discussion and Possible action:

MOTION:

As pertaining to case DIR-2019-4531-DRB-SPP-MSP, having held three public meetings and one virtual meeting for the application filed by the property applicant, Ashraf Hemmati, concerning the new construction of a three story, 1,869 sq. ft. single family residence over a 845 SF subterranean 3 car garage, on a 4,371.4 sq. ft. substandard up-sloped lot at 4314 Canoga Drive, Woodland Hills, 91364, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the project, though thoughtful and compatible aesthetically in design, looms over the adjacent properties to the east and across the street to the south; And,

WHEREAS, the project appears so much larger than any other structure on the block, though by square footage it is compatible; And,

WHEREAS, the site being a substandard lot(less than 5,000 SF) and though the Total Lot Coverage is claimed to be 52.87% composed of building structures and hardscape, there is very minimal landscaping visible from the street; And,

WHEREAS, the applicant has provided an interpretation of the Baseline Hillside Ordinance Maximum Envelope Height that is not supported by the definition, as we understand it, of the Projected Plane Parallel To Grade; And,

WHEREAS, the project s Overall Height of 46 feet, which exceeds the 45 foot height allowable for a Zoning Administrator s Authority to grant and the applicant has not requested a deviation from the code; And,

WHEREAS, the project as currently designed, at 1,869 SF is larger than the maximum allowable of 1,702.47 sq. ft., as determined by the submitted slope analysis, and there is no justification to exceed the allowable, and the applicant has not requested a deviation from the code for the extra square footage;

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 Ashraf Hemmati, for the new construction of a three story, 1,869 sq. ft. single family residence over a 845 SF subterranean 3 car garage, on a 4,371.4 sq. ft. substandard upslope lot , with a requested overall height of 46 ft. **not 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 recommendation to **not support** this application as presented on August 12, 2020.

Original Motion: Lauren Coffman, Second: Marty Lipkin

Subsidiary Motion#1: John Sandy Campbell, Second: none

Subsidiary Motion#1: To continue Item#8 to a later meeting at a date to be determined

Roll Call Vote (Subsidiary Motion#1) – n/a, Subsidiary Motion was not seconded

Subsidiary Motion#2: John Sandy Campbell, Second: Aaron Quantz

Subsidiary Motion#1: To continue Item#8 to a later meeting at a date to be determined

Roll Call Vote (Subsidiary Motion#2)

PASS Yes: 10 No: 5 Abstain: 2 Ineligible: 0 Total: 17

- YES: Aaron Quantz, Sean McCarthy, Ray Cole, John Sandy Campbell, Don Patterson, Dena Weiss, Peter Fletcher, Heath Kline, August Steurer, Sheppard Kaufman
- NO: Karen DiBiase, Nancy McLean, Angela Dawson, Ginny Sand, Houtan Hormozian
- ABSTAIN: Martin Lipkin, Lauren Coffman
- INELIGIBLE:

Original Motion: Lauren Coffman, Second: Marty Lipkin

Roll Call Vote (Original Motion) – agenda item was continued

Item No. (9) PLUM Committee – Lauren Coffman, Chair
(20-093) Case No. DIR-2020-6544-SPP /ENV-2020-6545-CE Master Sign Program
21733 – 21857 Ventura Blvd. Woodland Hills, CA 91364

Discussion and Possible action:

MOTION:

As pertaining to case DIR-2020-6544-SPP and ENV-2020-6545-CE, having held one virtual public PLUM meeting for the application filed by the applicant Scott Bailey / SignMasters, concerning the request for a Master Sign Program for the Warner Plaza Shopping Center located at 21733 – 21857 Ventura Blvd, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the project is located in the Ventura-Cahuenga Boulevard Specific Plan area and therefore is subject to the signage guidelines provided in that specific plan; And

WHEREAS, the proposed signage program strictly complies with the requirements of the Ventura - Cahuenga Boulevard Specific Plan signage guidelines; And

WHEREAS, a Master Signage Program will provide a shorter process for tenants of the Warner Plaza Shopping Center to permit new sign requests as they will only need approval from the building management instead of also needing design approval from LA City Planning. A sign permit from the City of LA will still be required; and

WHEREAS, the management of the Warner Plaza Shopping Center currently reviews and requires all new signs to comply with their current signage program, which is the same as the proposed Master Signage Program; and

WHEREAS, the proposed Master Signage Program will include limitations on all temporary banner signs announcing openings, etc. and provide enforcement of such, as per the Ventura – Cahuenga Boulevard Specific Plan signage program; And

WHEREAS, the management of the Warner Plaza Shopping Center will enforce the duration of time allowed for promotional signage; and

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 Scott Bailey / SignMaster **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 December 9, 2020.

Motion: Lauren Coffman, Second: Martin Lipkin

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 0 Total: 17

- YES: Aaron Quantz, Karen DiBiase, Sean McCarthy, Ray Cole, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Heath Kline, August Steurer, Ginny Sand, Houtan Hormozian, Sheppard Kaufman
- NO:
- ABSTAIN:
- INELIGIBLE:

Announcements:

The next Regular Board meeting will be held on January 13, 2021 by teleconference. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for 2020 -2021 year: Full Board meeting are held the second Wednesday of every month at 6:30pm. Check the NC website calendar for a complete list of committee and board meetings. Meeting dates and times are subject to change. Check the NC calendar for updated meeting schedules.

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 – 11:30pm

Minutes submitted by Karen DiBiase, Asst Secretary

***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 and/or time.
- 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