



MINUTES
Woodland Hills-Warner Center Neighborhood Council
FULL BOARD MEETING

Wednesday, January 12, 2022, 6:30 pm -10:00pm
VIRTUAL MEETING BY TELECONFERENCE

Zoom Meeting Online or By Telephone
(<https://us02web.zoom.us/j/96493712127>)

Dial (1 669 900 6833) to Join the Meeting
Then Enter This Webinar ID: 964 9371 2127 and Press #

VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION

In conformity with the September 16, 2021 Enactment of California Assembly Bill 361 (Rivas) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically with a call-in option or internet based service option.

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.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

***PUBLIC INPUT ON AGENDA ITEMS** – The public may 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. *Public comment is limited to (1) minute per speaker.*

***PUBLIC INPUT ON MATTERS NOT ON THE AGENDA** - 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.

General Public Comment is limited to (1) minute per speaker and 20 minutes total unless adjusted by the presiding officer of the board.

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

Additional Supporting Documents for certain agenda items can be found at: www.whcouncil.org

Call to Order – *Joyce Fletcher, 6:35pm*

Pledge of Allegiance – *Paul Lawler*

Roll Call – *Karen DiBiase*

Quorum at time of meeting called to order: 21

Aaron Quantz (arrived late 7:30pm), Karen DiBiase, Mark Schwartz, Reina Cerros-McCaughey (left early 9:53pm), Arturo Velasquez, Paul Lawler, Sean McCarthy, Kathleen Barth (left early 9:30pm), Nancy McLean (left early 9:00pm), Angela Dawson, John Sandy Campbell (arrived late 6:57pm, left early 9:50pm), Alex Farassati (left early 9:00pm), Brian Archibald (left early 7:08pm, called in from business trip), Martin Lipkin, Dena Weiss, Peter Fletcher, Leslie Simon (left early 9:45pm), Mihran Kalaydjian, Heath Kline, Lauren Coffman, Joyce Fletcher, Houtan Hormozian, Sam Evans (left early 9:45pm)

Absent: None

Public Announcements:

LAUSE Board Member Nick Melvoin

Office of Councilmember Bob Blumenfield – *Seth Samuels, Rep*

Office of Mayor Eric Garcetti – *Erin Seinfeld, West Valley Rep*

General Public Comment, by the Public, on Non-Agenda Items:

General Public Comment is limited to (1) minute per speaker and 20 minutes total.

I. Organization, Operation, Policies, & Procedures:

All comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.

Time limits set for each agenda item may be adjusted by the presiding officer of the Board. Time limits may vary so the public is encouraged to join the meeting several minutes PRIOR to a specific agenda item being discussed.

A. Approval of Minutes: Board Meeting – November 10, 2021

See posted support document.

Motion: Joyce Fletcher, Second: Heath Kline

Correction to Minutes: Revise announcement for the next Regular Board meeting from “December 8, 2021” to “January 12, 2022”

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 1 Ineligible: 4 Total: 22

- **YES:** Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans
- **NO:**
- **ABSTAIN:** Dena Weiss
- **INELIGIBLE:** Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman

Note: Aaron Quantz and John Sandy Campbell are now present and voting on the Minutes
Note: Brian Archibald (left at 7:08pm) has left the meeting and did not vote on the Minutes

B. Officer Reports

President – Joyce Fletcher

*Per EmpowerLA website - Reminder that Neighborhood Council (NC) Board Members, both elected and appointed, are required to complete 4 trainings in order to vote on issues that come before the council: Ethics, Funding, Code of Conduct, and the **Anti-Bias Learning for Employees (ABLE) Training**. Please complete no later than the by the February 9, 2022 Board Meeting.*

Lisa Meyer has resigned from the Board on 1-10-22

Vice President – Dena Weiss

Treasurer – Paul Lawler

Secretary – Karen DiBiase

Parliamentarian – Sean McCarthy

2. Items for Discussion and Possible Action:

Item No. (1) Treasurer, Paul Lawler **(22-001) Approval of November 2021 MER**

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2021-2022 Monthly Expense Reconciliation [MER] for November 2021.

[See posted support document](#)

Motion: Paul Lawler, Second: Mihran Kalaydjian

Roll Call Vote

PASS Yes: 18 No: 0 Abstain: 0 Ineligible: 4 Total: 22

- *YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans*
- *NO: 0*
- *ABSTAIN: 0*
- *INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman*

Item No. (2) Treasurer, Paul Lawler **(22-002) Approval of December 2021 MER**

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2021-2022 Monthly Expense Reconciliation [MER] for December 2021.

[See posted support document](#)

Motion: Paul Lawler, Second: Heath Kline

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 1 Ineligible: 4 Total: 22

- *YES: Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss,*

Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans

- *NO: 0*
- *ABSTAIN: Aaron Quantz*
- *INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman*

Item No. (3) Governance Committee – Chair, Joyce Fletcher
(22-003) Appointment to Board Member Seat - Alternate Area 4

Discussion and possible action:

Motion for the board to appoint stakeholder Sean Pilz as WHWCNC Area 4 Alternate.

Motion: Joyce Fletcher, Second: Dena Weiss

Roll Call Vote

PASS Yes: 16 No: 0 Abstain: 2 Ineligible: 4 Total: 22

- *YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Nancy McLean, Angela Dawson, John Sandy Campbell, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans*
- *NO: 0*
- *ABSTAIN: Sean McCarthy, Martin Lipkin*
- *INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman*

Item No. (4) Governance Committee– Chair, Joyce Fletcher
(22-004) Board Member Attendance

Discussion and possible action:

Motion for the board to review board member attendance and confirm by roll call vote an affirmation and commitment to consistent attendance as it is required and necessary for all board members to attend board meetings and committee meetings, from meeting call to order until meeting adjournment to insure a voting quorum, board participation and meaningful discussion for all agenda items.

[See posted support document](#)

Motion: Joyce Fletcher, Second: Mihran Kalaydjian

Roll Call Vote

PASS Yes: 16 No: 2 Abstain: 0 Ineligible: 5 Total: 23

- *YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian*
- *NO: Leslie Simon, Sam Evans*
- *ABSTAIN: 0*
- *INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Sean Pilz, Lauren Coffman*

Note: Sean Pilz was voted onto the Board (Item#3), but is ineligible to vote due to training requirements

Item No. (5) Governance Committee– Chair, Joyce Fletcher
(22-005) Standing Rule 19, the Code of Conduct and the EmpowerLA Code of Civility

Discussion and possible action:

Motion for the board to review Standing Rule 19, the Code of Civility and the EmpowerLA Code of Conduct and confirm by roll call vote an affirmation and commitment to comply with the Codes of Conduct as required by the WHWCNC Bylaws, WHWCNC Standing Rules and EmpowerLA for all board members attending board meetings, committee meetings and NC functions to ensure a safe meeting environment that is free of emotional distress caused by comments and language that is insulting, derogatory, hostile, slanderous, mischaracterize, is obscene, including profanities and any other disparaging remarks or gestures directed toward other Board Members.

Collectively and individually, all elected, appointed, or selected members of the WHWCNC agree to abide by these Codes to ensure that our NC's business is conducted in a respectful and courteous manner and in a manner that will generate respect and credibility for our Neighborhood Council.

Neighborhood Council Board Members agree to not engage in "bullying" or harassment through physical, verbal, or technological means to adversely affect the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities by placing the Board Member in reasonable fear of physical harm or by causing emotional distress.

Empower La, Department of Neighborhood Empowerment
Board Member Code of Conduct

1. Neighborhood Council Board Members should conduct themselves in a professional and civil manner.
2. Neighborhood Council Board Members should treat other Board Members and members of the public with respect regardless of the other's opinion, ethnicity, race, religion, religious belief or non-belief, color, creed, national origin, ancestry, sex, sexual orientation, gender, gender expression, age, disability, marital status, income, homeowner status, renter status or political affiliation.
3. Neighborhood Council Board Members should not, during meetings, functions or events engage in or threaten to engage in any physical attack on any other individual.
4. Neighborhood Council Board Members should not use language that is threatening, obscene, or slanderous, including profanities, insults or other disparaging remarks or gestures directed toward other Board Members.
5. Neighborhood Council Board Members should promote and, if necessary, enforce a safe meeting environment. If other Board Members become disruptive or violate the Code of Conduct Neighborhood Council Board Members have agreed to abide by, Board Members should demand that the offending Board Member conduct themselves in a respectful and orderly manner.
6. Neighborhood Council Board Members should not engage in "bullying" or harassment which is generally defined as follows:
 - a) "Bullying" is conduct that meets all of the following criteria:
 - i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress,
 - ii. is directed at one or more Board Members,
 - iii. is conveyed through physical, verbal, or technological means,
 - iv. substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events,
 - v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities by placing the Board Member in reasonable fear of physical harm or by causing emotional distress; and,

vi. is based on a Board Member's actual or perceived protected characteristic (see 2 above) or is based on an association with another person who has or is perceived to have any of these characteristics.

b) "Harassment" is conduct that meets all of the following criteria:

- i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress,
- ii. is directed at one or more Board Members,
- iii. is conveyed through physical, verbal, or technological means,
- iv. substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events,
- v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities because the conduct, as reasonably perceived by the Board Member, is so severe, pervasive, and objectively offensive as to have this effect; and,
- vi. is based on a Board Member's actual or perceived protected characteristic (see 2 above) or is based on an association with another person who has or is perceived to have any of these characteristics.

I have read and understand the Neighborhood Council Board Member Code of Conduct. I understand that if I fail to provide the Department of Neighborhood Empowerment with a signed and dated copy of this Neighborhood Council Board Member Code of Conduct, I may be subjected to suspension and/or removal from my Neighborhood Council Board.

WHWCNC Code of Civility, Standing Rule 19

(SR - 19) Each member of the Neighborhood Council and everyone attending any of its meetings and/or functions shall follow the Neighborhood Council Code of Civility, and the BONC Board Member Code of Conduct as follows.

The Neighborhood Council Code of Civility and the BONC Board Member Code of Conduct shall be posted on the Neighborhood Council website. All persons in attendance at meetings are expected to abide by the Neighborhood Council Code of Civility.

WOODLAND HILLS-WARNER CENTER NEIGHBORHOOD COUNCIL CODE OF CIVILITY

Collectively and individually, all elected, appointed, or selected members of the WH-WCNC agree to abide by the Code of Civility to ensure that our NC's business is conducted in respectful and courteous manner and in a manner that will generate respect and credibility for our NC.

The Freedom to express one's views about public matters is cornerstone of the democratic process.

The WH-WCNC welcomes the diverse views and opinions of our board members and stakeholders as they relate to the issues before us. In order for these discussions to be meaningful and effective, we shall treat others with courtesy and dignity.

By adoption of the code of civility and by incorporating this code of civility into our Standing Rules, we collectively and individually agree to abide by our Code of Civility.

1. As representatives of the WH-WCNC, we shall conduct ourselves in a professional manner, including treating each member of the Board and members of the public with esteem and deference.

2. During Neighborhood Council meetings, functions, or events we will not engage in or threaten to engage in any verbal or physical attack on any individual. We will not use language or physical gestures that are abusive, threatening, intimidating, obscene, or slanderous including using profanities, insults, or other disparaging remarks. We believe that derogatory language about an individual's ethnicity, race, sexuality, age, disability, or religion is not acceptable.

3. We will promote and enforce a safe meeting environment at all times. If members of the Board or the public become disruptive and violate the code of civility, we will join our fellow Board members in demanding that the person(s) conduct themselves in a respectful and orderly manner even if we do not agree with the point of view being expressed.

The President will have the authority to mitigate the disruption by any reasonable and professional manner available to them.

4. We will commit to communicate our ideas and points of view clearly and allow others to do the same without interruption. We will practice the art of being able to disagree without being disagreeable.

5. We will commit to learn the applicable laws that govern Neighborhood Councils, including, but not limited to, the bylaws, standing rules, meeting procedures, the Brown Act, conflict of interest laws, applicable city ordinances, and the City Charter, and will not knowingly violate any of them thereby fostering and maintaining a professional environment for conducting business.

6. We will present information truthfully, and will not knowingly misrepresent, mischaracterize, misstate, or misquote information received from others.

7. If we find ourselves representing our personal interests before our community's interests, we will publicly disclose the differences and recuse ourselves from voting on such matters, and we will ask for advice from the City Attorney wherever we have doubts.

8. We will commit to good faith efforts to resolve grievances that come before the Board as specified in the Bylaws or Standing Rules.

9. Out of respect to our fellow Board members, the public, and the decision makers who we are trying to influence, we will make the best possible effort to understand the issues before us.

***Motion:** Joyce Fletcher, Second: Mihran Kalaydjian*

Roll Call Vote

PASS Yes: 13 No: 5 Abstain: 0 Ineligible: 5 Total: 23

- **YES:** Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian
- **NO:** Aaron Quantz, John Sandy Campbell, Martin Lipkin, Leslie Simon, Sam Evans
- **ABSTAIN:** 0
- **INELIGIBLE:** Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Sean Pilz, Lauren Coffman

Item No. (6) President, Joyce Fletcher

(22-006) Reconsideration Request per Board Member Heath Kline

Reconsideration of Item #7 on the November 10, 2021 Board Meeting Agenda

Discussion and possible action:

At the November 10, 2021 Board Meeting the board voted to approve Bylaw (Article XIII-AMENDMENTS) as amended and approved by a roll call vote of the board.

Heath Kline made a motion to reconsider the approved amended Bylaw (Article XIII – AMENDMENTS) The motion to reconsider was approved by a Roll Call Vote of the board.

Per Roberts Rules of Order, a motion to reconsider can be made at the meeting where the item to be reconsidered is on the agenda. A motion to reconsider can also be made at the next scheduled meeting.

The member making the motion must be on the prevailing side of the vote taken. Heath Kline was on the prevailing side. If the motion for reconsideration is approved by a majority vote of the members present the reconsideration will be reviewed at the next scheduled meeting. As the motion to reconsider was approved at the November board meeting where Item #7 was on the agenda and the December board meeting was not held, the reconsideration is being discussed at the next scheduled board meeting, January 12, 2022.

Bylaws, Page 18: ARTICLE XIII – AMENDMENTS, approved by a vote of the board on November 10, 2021:

Requests for Amendments, changes, additions and/or deletions to the-Bylaws or Standing Rules may be proposed by a member of Board. All proposed amendment(s) reviewed by the Governance Committee for analysis and recommendation(s) shall be submitted to the Board. The proposed amendments will be placed on the agenda for public discussion at any scheduled regular Neighborhood Council Board meeting. A recommendation for amendment, change(s), addition(s) and/or deletion(s) of the Bylaws or Standing Rules requires a majority vote of the Board members present and voting. Thereafter, and within fourteen (14) days after a vote recommending amendment, change(s), addition(s) and/or deletion(s) to the Bylaws, a Bylaw Amendment Application shall be submitted to EmpowerLA in accordance with all rules and regulations.

Revision:

Bylaws, Page 18: ARTICLE XIII - AMENDMENTS

~~Requests for~~ Amendments, changes, additions and/or deletions to ~~the these~~ Bylaws or Standing Rules may be proposed by ~~the a member of Board~~, by Stakeholder(s) or a Neighborhood Council Committee. ~~This may be done during the public comment period or set as an agenda item for a regular Neighborhood Council meeting. A proposal to amend, however, must then be formalized in writing and filed with the Secretary.~~ All proposed amendment(s) ~~will be reviewed by the Governance Committee for analysis and recommendation(s) shall be submitted reported to the Board.~~ The proposed amendments will be placed on the agenda for public discussion at ~~any the next two (2) consecutive~~ scheduled Neighborhood Council Board meetings **including regular and special meetings.**

A recommendation for amendment, change(s), addition(s) and/or deletion(s) of ~~the these~~ Bylaws or Standing Rules requires ~~an affirmative vote of two-thirds (2/3) of the full 23 member~~ **a majority vote of the Board members present and voting.** Thereafter, and within fourteen (14) days after a vote recommending amendment, change(s), addition(s) and/or deletion(s) to the Bylaws, a Bylaw Amendment Application shall be submitted to ~~EmpowerLA the Department for review and approval by the Department all in accordance with the Plan.~~ **in accordance with all rules and regulations.**

***Motion:** Joyce Fletcher, Second: Mihran Kalaydjian*

Roll Call Vote

FAIL Yes: 2 No: 16 Abstain: 0 Ineligible: 5 Total: 23

- YES: Sean McCarthy, Heath Kline
- NO: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Joyce Fletcher, Houtan Hormozian, Sam Evans
- ABSTAIN: 0
- INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Sean Pilz, Lauren Coffman

Item No. (7) Governance Committee – Joyce Fletcher, Chair
(22-007) WHWCNC Bylaws – Pages 1-11

Discussion and possible action:

If required: Second Consecutive Vote for the board to approve revised Bylaw pages 1-11 which were approved at the November 10, 2021 Board Meeting.

The revised and board approved, Bylaws pages 1-11, have been sent to EmpowerLA in accordance with amended Bylaw XIII and the 14-day requirement for submittal. However, in precaution, Bylaws pages 1-11 are on hold at EmpowerLA based on reconsideration per Item (No) 3 on this agenda *which could determine whether a second consecutive roll call vote could be required, if during reconsideration that requirement ss added back to the Article XIII – Amendments,*

Motion for the board to approve amended WHWCNC Bylaws pages 1-11 by a second vote of the board, *only if a second vote required.*

[See posted support document](#)

Original Motion: Joyce Fletcher

Motion withdrawn by Joyce Fletcher: Due to Item#6-Reconsideration did not pass, Item#7 is withdrawn. There is no need for a second vote on Bylaws Pages 1-11.

Item No. (8) Education Committee, Reina Cerros McCaughey, Chair
(22-008) Youth Civic Engagement Presentation and Event

Discussion and possible action:

Motion for the board to authorize the Woodland Hills Warner Center Education Committee to host a Civic Engagement Presentation and Event with State Senators Henry Stern and Jesse Gabriel, Youth Engagement Across California, and the Woodland Hills Schools TBD to be held at the Woodland Hills High Schools at a date to be determined. Motion to authorize the submittal of a letter to State Senator Henry Stern requesting a Civic Engagement Presentation in Woodland Hills to be co-sponsored by the Woodland Hills NC and the Education Committee.

[See posted support document letter](#)

Original Motion: Mihran Kalaydjian, Second: Aaron Quantz

Substitute Motion: Reina Cerros-McCaughey, Second: Heath Kline

Substitute Motion: Motion to add Reina Cerros-McCaughey's name to the Youth Civic Engagement Presentation Letter

Substitute Motion withdrawn by Reina Cerro-McCaughey: Per Joyce Fletcher, all WHWCNC letters are sent and signed by the President.

Original Motion: Mihran Kalaydjian, Second: Aaron Quantz

Roll Call Vote

PASS Yes: 18 No: 0 Abstain: 0 Ineligible: 4 Total: 22

- YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans
- NO: 0
- ABSTAIN: 0
- INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman

Note: Sean Pitz (left at 8:45pm) has left the meeting and did not vote on Item#8.

Item No. (9) Education Committee, Reina Cerros McCaughey, Chair
(22-009) NPG Request by Calabash Charter Academy Elementary School
Parent Teachers Organization (PTO)

Discussion and possible action:

Motion for the board to approve the Neighborhood Purpose Grant (NPG) submitted by Calabash Charter Academy Parents Teachers Organization (PTO), in the amount of \$1700 from the WHWCNC budget line item (General NPG Fund). This grant will be used to directly pay for the necessities of providing science education and open the opportunity to bring Stem and VEX programs to the school.

This grant will be used to directly pay for the necessities of providing science education and opportunities for learning for a public elementary school in Woodland Hills through the purchasing of science kits.

The grant will benefit the children with opportunities for hands on learning and participation in a group science lesson using materials beyond computers and books.

These science kits contain educational materials vital to learning science in an engaging manner, which is something all school children have missed due to the pandemic.

This grant will greatly help in making sure that all students have access to high level and engaging science lessons to any student in our community. Our science education is free and many of our students' families cannot afford to help pay for necessities.

This grant would help

us meet the needs of our diverse community while providing an uplifting opportunity for children to connect and learn together even though they may not be in the same classroom.

[See posted support documents and power point presentation](#)

***Motion:** Reina Cerros-McCaughey, Second: Mihran Kalaydjian*

Roll Call Vote

PASS Yes: 15 No: 0 Abstain: 1 Recuse: 1 Ineligible: 3 Total: 20

- YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Angela Dawson, John Sandy Campbell, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Sam Evans
- NO: 0
- ABSTAIN: Martin Lipkin
- RECUSE: Houtan Hormozian
- INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Lauren Coffman

Note: Houtan Hormozian requested to be recused for Item#9, as he is a parent of a student at Calabash Charter Academy Elementary School. He did not vote on Item#9.

Note: Nancy McLean (left at 9:00pm) and Alex Farassati (left at 9:00pm) have left the meeting and did not vote on Item#9.

Item No. (10) Education Committee, Reina Cerros McCaughey, Chair
(22-010) NPG Request by Lockhurst Drive Charter Elementary School
Parent Teachers Organization (PTO)

Discussion and possible vote:

Motion for the board to approve the Neighborhood Purpose Grant (NPG) submitted by Lockhurst Drive Charter Elementary School, Lions Lockhurst Parent Teachers Organization (PTO) in the amount up to \$1600 from the WHWCNC budget line item (General NPG Fund) for the schools' arts programs including Theater of Hearts. Arts Education is a crucial component of a well-rounded education and builds confidence,

memory and social skills. Lockhurst is a diverse school whose students include TK-5th and special needs students.

[See posted support documents and presentation](#)

***Motion:** Reina Cerros-McCaughey, Second: Mihran Kalaydjian*

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 0 Ineligible: 3 Total: 20

- **YES:** Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Angela Dawson, John Sandy Campbell, Martin Lipkin, Dena Weiss, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans
- **NO:** 0
- **ABSTAIN:** 0
- **INELIGIBLE:** Reina Cerros-McCaughey, Kathleen Barth, Lauren Coffman

Item No. (11) PLUM Committee, Lauren Coffman, Chair

(22-011) DIR-2018-7402-SPP

21201 Victory Blvd. (Victory Place)

Discussion and possible action:

Application for a Project Permit Compliance for the demolition of an existing 2-story office suites complex and the construction of a 7-story, 99-foot high, 215,268 SF commercial office and residential apartment structure. The proposal is for 44,479 SF of non-residential space (with 16,510 SF of dedicated office space) and with 221 residential units (including 59 Live/Work units and two (2) Workforce Income households), creating a total of 20,897 SF of commercial space on 1.5 acres in the Uptown District of Warner Center.

As pertaining to Case DIR-2018-7402-SPP (Victory Place) at 21201 Victory Blvd., Canoga Park, CA 91303, after having held four (4) live or virtual electronic public meetings for the application filed by Mark Schwartz-Levine Family Properties, LLC, for demolition of an existing 2-story office suites complex and the construction of a 7-story, 99-foot high, 215,268 SF commercial office and residential apartment structure. The proposal is for 44,479 SF of non-residential space (with 16,510 SF of that as pure office space) and with 221 residential units (including 59 Live/Work units with 20,897 SF of commercial space) on 1.5 acres in the Uptown District of Warner Center. The WHWCNC Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the proposed plan and structure adheres to all of the requirements of the Uptown District of the 2035 Warner Center Specific Plan without requesting variances or exemptions; and,

WHEREAS, the proposed project incorporates the required percentages of both commercial and residential space; and,

WHEREAS, the development provides for 9,392 SF of *usable* Publicly Available Open Space (PAOS) on a site totaling 62,372 SF of lot area; and,

WHEREAS, a total of 200 parking spaces including 5 handicapped spaces, 10% EV charging spaces, and 20% spaces with EV supply equipment for future EV charging spaces are being provided; and,

WHEREAS, the proposed landscaping will include shade trees and drought-resistant plantings to replace the current front asphalt parking area; and,

WHEREAS, the owner/developer will work with the project arborist to add larger shade trees to the PAOS in front of the building, where possible, so that shade can be of immediate benefit to the new residents/businesses; and,

WHEREAS, the owner/developer is considering adding solar panels to the roof of this structure by reserving space for future solar on the roof of the structure; and

WHEREAS, the owner/developer is considering using translucent glass or materials (instead of fully transparent glass or materials) around the pool on the south façade; and

WHEREAS, the project architect has further broken up the east and west rooflines by adding visible height articulation through architectural elements, and has staggered the windows on the east façade closest to Victory Blvd.; and,

WHEREAS, the owner/developer will add a dog play/rest area to project plans; and

WHEREAS, the owner/developer will meet with METRO Transit about adding a gate/passageway from the project property to the Orange Line bikeway; and

WHEREAS, the owner/developer has agreed to work with representatives of the WHWCNC and the Council District-3 office on choice and placement of the major art design element or feature proposed for the front PAOS of the property,

THEREFORE, it is hereby resolved that the Planning Land Use and Mobility Committee, for the findings and conditions stated herein, finds that application and plans submitted by Mark Schwartz-Levine Family Properties, LLC, its affiliated architects, and land use representatives receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) for their requested actions contingent upon the following conditions:

Conditions

1. The developer and owner work with the City Department of Traffic (DOT) to resolve potential traffic dangers from cars entering and exiting from the property's shared driveway.
2. Provide City Planning and Building & Safety with the plan for storing materials and large equipment at the site before commencing any demolition or construction.
3. The developer/owner volunteers to set aside two (2) of the 221 residential units as for Workforce Income households based on the Los Angeles Housing & Community Investment Department's Income and Rent Limit - Land Use Schedule I. (As these two units are voluntary, a rental covenant with the Los Angeles Housing Department shall not be required.)
4. All plans presented either in person or electronically January 6, 2022 to the WHWCNC PLUM Committee and Board of the WHWCNC on 1/12/22 shall be dated as such and, shall be re-submitted to Planning as a final project plan application submittal.
5. The applicant will not submit any significant, further updated plans or changes without first presenting them to the WHWCNC for support. Any modifications to the elevation(s)/ architecture that are no longer in substantial conformance with the initial presented plans will be presented first to the WHWCNC for support before submitting them to City Planning. Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to--and acceptance of--these conditions.

6. The Applicant will place a project sign on each appropriate Phase of the project at the beginning of construction of sufficient size that is clearly visible to the street showing a rendering of the proposed/approved project building, plus specifics as to the size, ownership and contact information. Upon receipt of a Certificate of Occupancy, the signs for that building shall be removed.

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 subsequent recommendations to APPROVE this motion presented on January 12, 2022

[See posted support document](#)

Motion: Lauren Coffman, Second: Peter Fletcher

Roll Call Vote

PASS Yes: 10 No: 5 Abstain: 1 Ineligible: 1 Total: 17

- YES: Karen DiBiase, Mark Schwartz, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline
- NO: Aaron Quantz, John Sandy Campbell, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- ABSTAIN: Arturo Velasquez
- INELIGIBLE: Reina Cerros-McCaughey

Note: Kathleen Barth (left at 9:30pm), Leslie Simon (left at 9:45pm) and Sam Evans (left at 9:45pm) have left the meeting and did not vote on Item#11.

Item No. (12) PLUM Committee, Lauren Coffman, Chair

(22-012) ZA-1999-ZV-PAD-PA8

Sagebrush Cantina Restaurant, 23527 Calabasas Road, Woodland Hills, 91302

Discussion and possible action:

Re-Confirmation of Original WHWCNC Board Vote on 7/14/21

ZA-1999-2667-ZV-PAD-PA8

This Case was originally presented to and approved at the WHWCNC PLUM Committee on 7/8/21 and Approved by the Full WHWCNC Board on 7/14/21 with the motion and conditions contained in the Case Report. A change of staff in the Planning Department resulted in the failure to send the recommendation to APPROVE the CUB Renewal to the Planning Hearing officer. Subsequently, the new Planner re-filed the original application under a new City Case Number. No changes were made in the original application by the Applicant or Planning, and the PLUM Committee voted to Re-send the original WHWCNC Board-approved motion back to Planning under its new Case number. Both the PLUM Motion of 12/2/21 and the Original WHWCNC Board approved motion are below.

Original Case Number: ZA-99-2667-ZV-PAD-PA7 (WHWCNC Board Approved—7/14/21)

New Planning Case Number: ZA-1999-2667-ZV-PAD-PA8 (WHWCNC PLUM Hearing-11/18/21)

This Case was originally presented to and approved at the WHWCNC PLUM Committee on 7/8/21 and Approved by the Full WHWCNC Board on 7/14/21 with the motion and conditions contained in the Case Report. A change of staff in the Planning Department resulted in the failure to send the recommendation on to the Planning Hearing officer. Subsequently, the new Planner re-filed under a new City Case No changes were made in the application by the Applicant or Planning at that time.

PLUM MOTION: ZA-1999-2667-ZV-PAD-PA8

As pertaining to **Case ZA-1999-2667- ZV-PAD-PA8**, having held two public meetings for an approval to renew an existing Conditional Use Permit for a CUB allowing for a full line of alcohol on-site consumption

in an existing 11,300 SF landmark restaurant with a dedicated bar area, indoor and outdoor dance floors, and performance stage in the facility which was previously approved by a vote of the full Board of the WHWCNC on July 14, 2021(*Original motion below*):

WHEREAS, due to changes in personnel at the LA City Department of Planning, the Case File for this application was misplaced and the Department failed to forward it to a Zoning Administrator for its public hearing; and,

WHEREAS, the Planning Department subsequently re-filed the original application under the new Case File Number ZA-1999-2667-ZV-PAD-PA8; and,

WHEREAS, there have been NO changes made to the application or to the site from its original filing, and NO changes or additional conditions are now being proposed by the WHWCNC; and,

WHEREAS, the CUB application was heard at two open public WHWCNC hearings and was voted for *approval* of the Application with conditions by the full WHWCNC Board on July, 14, 2021,

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee of the Woodland Hills - Warner Center Neighborhood Council, for the statements stated herein, reiterates its support and recommends that this Re-filed/Re-numbered Case Application regarding the Conditional Use Permit application and plans submitted on behalf of the Sagebrush Cantina located at 23527 Calabasas Road, Woodland Hills, CA 91302, be re-approved by the Board of the Woodland Hills Warner Center Neighborhood Council without additional hearings or votes

FURTHER, 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 **APPROVE** this re-filed / re-numbered application as presented on January 12, 2022.

ORIGINAL MOTION AS APPROVED BY WHWCNC ON 7/14/2021

PLUM Motion pertaining to Sagebrush Cantina at 23527 Calabasas Road, Woodland Hills, CA 91302.

As pertaining to **Case ZA-99-2667- ZV-PAD-PA7**, having held one public meeting for: An approval to renew an existing Conditional Use Permit for a CUB allowing for a full line of alcohol on-site consumption in an existing 11,300 SF landmark restaurant with a dedicated bar area, indoor and outdoor dance floors, and performance stage in the facility. The renewal request is to maintain the existing hours of operation, all existing permits and all existing conditions of operation.

WHEREAS, the applicant attests that the following is true:

- 1) The establishment has been in continuous operation at the same location since 1974, and maintains permits to operate a restaurant, separate bar area, dance floor(s) and an entertainment stage; and,
- 2) There is more than the required amount of parking spaces and handicapped spaces, and that additional parking is available on the Leonis Adobe site adjacent to the restaurant; and,
- 3) The establishment has not been the subject of nuisance abatement and has not been issued any citations or violations by the LAPD; and,
- 4) The establishment meets the indoor and outdoor seating limits of the Restaurant Beverage Program; and,
- 5) The establishment is not a drive-through fast-food restaurant; and,

- 6) The restaurant is not part of a multi-tenant entitlement; and,
- 7) The existing hours of operation will be continued, and the facility will have restaurant service and alcohol sales from: 11 AM to 12 Midnight Monday through Wednesday; 11 AM to 1:30 AM on Thursday; 9:30 AM to 1:30 AM Friday; 9 AM to 1:30 AM Saturday; and from 9 AM to 12 Midnight on Sunday. There will be no after-hours use of the establishment, other than routine cleanup and maintenance; and,
- 8) There is no minimum drink purchase required of patrons; and,
- 9) No employee, while working, is allowed to solicit or accept any alcoholic or non- alcoholic beverage from any customer while on the premises; and,
- 10) Outdoor food and beverage service shall be limited to seated patrons; and,
- 11) All portions of the restaurant used for private events are subject to all these provisions and hours of operation stated herein; and,
- 12) Complaints shall be responded to within 24 hours by the restaurant. The restaurant 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 restaurant, the interior 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); and,
- 13) The restaurant shall take all reasonable steps to ensure the conditions and activities on the premises and within the parking areas under its control do not adversely affect or detract from the quality of life for near-by properties, property owners, and businesses; and
- 14) Within 24 hours of its occurrence, all graffiti on the property under the restaurant's control shall be removed or painted over to match the color of the surface to which it is applied; and,
- 15) All trash and recycling bins under control of the restaurant 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; and,
- 16) The restaurant 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; and,
- 17) The owner or the operator will reapply under the Restaurant Beverage Program if there is: (A) a change in State alcohol license type or (B) a modification to the floor plan, including, but not limited to, floor area or number of seats or (C) a change in the ownership or the operator of the restaurant or (D) the existing CUB will expire within the next 12 months; and,
- 18) The City shall have the authority to conduct inspections to verify compliance with any and all of these requirements; and,
- 19) 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; and,
- 20) 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 the owner and operator 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; and,

WHEREAS, the above conditions follow the proposed requirements for the current CUB and the State Restaurant Beverage Program;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee of the Woodland Hills - Warner Center Neighborhood Council, for the statements stated herein, recommends that this PLUM Motion regarding the Conditional Use Permit application and plans submitted on behalf of the Sagebrush Cantina located at 23527 Calabasas Road, Woodland Hills, CA 91302, receive the **support** of the Board of the Woodland Hills Warner Center Neighborhood Council.

FURTHER, 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 **APPROVE** this application as first presented and approved by the WHWCNC Board on July 14, 2021.

[See posted support document](#)

Motion: Lauren Coffman, Second: Sean McCarthy

Roll Call Vote

PASS Yes: 15 No: 0 Abstain: 0 Ineligible: 1 Total: 16

- **YES:** Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- **NO:** 0
- **ABSTAIN:** 0
- **INELIGIBLE:** Reina Cerros-McCaughey

Note: John Sandy Campbell (left at 9:50pm) has left the meeting and did not vote on Item#12.

Item No. (13) PLUM Committee, Lauren Coffman, Chair
(22-013) DIR-2021-7703-DI
Ruth Chris Steak House – Relocation and Renovation to
5919 Canoga Avenue, WH 91367

Discussion and possible action:

Application for a Director's Interpretation for relocation and renovations for Ruth Chris Steak House at 5919 Canoga Avenue, Woodland Hills, CA 91367, for a renovation and expansion of an existing vacant restaurant space (formerly TGI Friday's) located in the Allison Plaza complex in the Downtown District of the Warner Center 2035 Specific Plan. The Applicant is operating the restaurant in the Promenade Shopping Center and has been in operation there for 15+ years. Their application for a new CUB for the new location is filed under a separate Planning number and is being heard separately (ZA-2021-7538-CUB).

As pertaining to Case DIR-2021-7703-DI for relocation and renovations for Ruth's Chris Steak House at 5919 Canoga Avenue, Woodland Hills, CA 91367, after having held one (1) live or virtual electronic public meeting for the application filed by Ruth's Hospitality Group, Inc. to enlarge, upgrade and refurbish an existing restaurant structure in Allison Plaza in the Downtown District of the Warner Center 2035 Plan, and to gain Administrative Clearance and a Director's Interpretation for WC 2035 SP Section 5.3.2.7.2 for horizontal additions, and for relief from Section 6.1.2.3.5(a), the WHWCNC Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the proposed renovation to the former TGI Friday's restaurant structure will enlarge the existing 8,785 SF structure by 1,354 SF to 10,354 SF which is a 15.4% addition and which meets the requirements/restrictions of the 2035 WC Specific Plan; and,

WHEREAS, the existing structure has occupied this site since 1978, and is located over 100+ feet away from each of the three WC streets (Califa, Oxnard and Canoga) fronting the Allison Plaza property and should be exempt from the 35-foot "street wall" requirement contained in Section 6.1.2.3.5(a) of the WC 2035 Specific Plan; and,

WHEREAS, a Director's Interpretation for WC 2035 SP Section 5.3.2.7.2 for horizontal additions will be needed to successfully complete the renovation plans and still remain within the Specific Plan guidelines; and,

WHEREAS, the exterior remodeling submitted will substantially upgrade the structure architecturally by changing the existing roofline and re-cladding the structure in more contemporary exterior materials; and,

WHEREAS, the requested changes will retain a long-time, high-end Warner Center dining establishment in the Downtown District and help to attract additional commercial activity and enterprises to the commercial center of Warner Center; and,

WHEREAS, all of the required 2035 Warner Center Specific Plan requirements for parking, Publicly Accessible Open Space (PAOS) and connectivity will be maintained and or enhanced; and,

WHEREAS, the application for the alcohol CUB is being made under a separate case filing, and signage must meet the 2035 WCSP sign ordinance requirements and will be subject to approval by the Los Angeles City Planning Department before installation;

Therefore, IT IS HEREBY RESOLVED that the Planning Land Use and Mobility Committee and the full Board of the Woodland Hills - Warner Center Neighborhood Council, for the findings and conditions stated herein, finds that application and plans submitted by Ruth's Hospitality Group Inc. and its affiliated architects and representatives receive the support of the Board of the Woodland Hills - Warner Center Neighborhood Council (WHWCNC) for their requested actions contingent upon the following conditions:

Conditions

1. All plans presented either in person or electronically January 6, 2022 to the WHWCNC PLUM Committee and Board of the WHWCNC on 1/12/22 shall be dated as such and, shall be re-submitted to Planning as a final project plan application submittal.
2. The applicant will not submit any significant, further updated plans or changes without first presenting them to the WHWCNC for support. Any modifications to the elevation(s)/ architecture that are no longer in substantial conformance with the initial presented plans will be presented first to the WHWCNC for support before submitting them to City Planning. Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to--and acceptance of--these conditions.
3. The Applicant will place a project sign near the structure during the remodel of the project at the beginning of construction of sufficient size that is clearly visible to the parking lot area showing a rendering of the proposed/approved project, plus specifics as to the ownership and contact information. Upon receipt of a Certificate of Occupancy, the signs for that building shall be removed.

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 subsequent recommendations to SUPPORT this motion presented on January 12, 2022.

See posted support document

***Motion:** Lauren Coffman, Second: Sean McCarthy*

Roll Call Vote

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

- YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- NO: 0
- ABSTAIN: 0
- INELIGIBLE: 0

Note: Reina Cerros-McCaughey (left at 9:52pm) has left the meeting and did not vote on Item#13.

Item No. (14) PLUM Committee, Lauren Coffman, Chair
(22-014) ZA-2021-7538-CUB – Permit for Liquor License
Ruth Chris Steak House
5919 Canoga Avenue, WH 91367

Discussion and possible action:

As pertaining to **Case ZA-2021-7538-CUB**, for an application by Ruth’s Chris Steak House, 5919 Canoga Ave. for a Conditional Use Permit for a Type-47 CUB license allowing service of a full line of alcoholic beverages for on-site consumption in a free-standing restaurant building in the Downtown District of Warner Center with 279 indoor seats, 41 patio seats, a dedicated bar area and patio area, and with operating hours from 4 PM until 11 PM daily, the Woodland Hills -Warner Center Neighborhood Council Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, Ruth’s Chris Steak House is a Warner Center (Downtown District) restaurant in operation under a Master CUB issued to Westfield for over 20+ years, and must change locations due to plans for the Promenade shopping center to be torn down and replaced with other structures; and,

WHEREAS Ruth’s Chris has found a new, free-standing location in the WC Downtown District that previously housed another large restaurant chain that had a CUB for full alcohol beverage service for over 15+ years; and

WHEREAS Ruth’s Chris past CUB operations have not received any citations nor been issued any violations by the LAPD during their 15+ years of operation in Warner Center, nor has Ruth’s Chris been the subject of any nuisance abatement action; and,

WHEREAS, Ruth’s Chris is proposing operating hours with corresponding alcohol service hours from 4 PM to 11 PM daily which are far shorter than the previous restaurant tenant operated under at this location; and

WHEREAS, all of the required structures for full alcohol service are already in place at the Canoga Ave. location, including the mandated separation of the patio from a nearby walkway; and,

WHEREAS, the applicant attests that the following is true:

1. There is more than the required amount of parking spaces and handicapped spaces available in its Allison Plaza location; and,
2. The establishment meets the indoor and outdoor seating limits of the Restaurant Beverage Program; and,
3. The restaurant is not part of a multi-tenant entitlement; and,
4. There is no minimum drink purchase required of patrons; and,
5. All portions of the restaurant used for private events are subject to all these provisions and hours of operation stated herein; and,
6. Complaints shall be responded to within 24 hours by the restaurant. The restaurant 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; and,
7. The restaurant 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; and,
8. The City shall have the authority to conduct inspections to verify compliance with any and all of these requirements,

THEREFORE, The Planning, Land Use and Mobility Committee, for the findings and conditions stated herein finds that the submitted application and plans by Ruth's Hospitality Group Inc. for the proposed Conditional Use Permit at their new restaurant location in Allison Plaza, 5919 Canoga Avenue, Woodland Hills, 91367 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. All personnel acting in the capacity of manager or server at the premise shall attend a Standardized Training for Alcohol Retailers (STAR) session sponsored by the Los Angeles Police Department (LAPD).
2. No illuminated (i.e., neon) or alcohol advertising or digital signage of any type will be located in the windows or on the business storefront.
3. That all exterior public space (front, sides, and rear) will be illuminated with sufficient lighting for the police to identify all persons standing outdoors at night.
4. The business operator shall install video surveillance cameras and monitors inside the premises and cameras outside, which show the outside frontage area, to the satisfaction of the Police Department prior to the exercise of the grant. The business operator shall submit evidence of compliance to the Zoning Administrator. The business operator shall maintain the video for at least two weeks and make it available to the Police Department upon request.
5. The authorized use shall be conducted at all times with due regard for the character of the surrounding district. The Zoning Administrator reserves the right to impose additional corrective conditions if, in the Administrator's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property or to revoke or amend this authorization if conditions are not met, or operation of the site continues to constitute a nuisance.
6. At all times when the premises are open for business, the sale of alcoholic beverages shall be incidental to the sale of food.

7. No person under age 18 shall serve or sell alcohol.

8. There shall be no live entertainment, amplified music, or dancing permitted on the premises at any time.

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 PLUM's findings and its subsequent supporting recommendation to approve this application as presented on January 12, 2022.

[See posted support document](#)

Motion: Lauren Coffman, Second: Sean McCarthy

Roll Call Vote

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

- YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- NO: 0
- ABSTAIN: 0
- INELIGIBLE: 0

Item No. (15) Governance Committee – Joyce Fletcher, Chair **(22-015) WHWCNC Bylaws – Pages 12-28**

Discussion and possible action:

Motion for the board to approve amendments to the WHWCNC Bylaws pages 12-28.

The deadline to submit Bylaw amendments to EmpowerLA during this fiscal year is April 1, 2022.
The next submittal date begins in September 2022.

[See posted support document Bylaw pages 12-28](#)

Motion: Joyce Fletcher, Second: Mihran Kalaydjian

Roll Call Vote

PASS Yes: 13 No: 2 Abstain: 0 Ineligible: 0 Total: 15

- YES: Karen DiBiase, Mark Schwartz, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Heath Kline, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- NO: Aaron Quantz, Arturo Velasquez
- ABSTAIN: 0
- INELIGIBLE: 0

Motion to Reconsider Item#15: Marty Lipkin, Second: Heath Kline

Roll Call Vote

FAIL Yes: 4 No: 11 Abstain: 0 Ineligible: 0 Total: 15

- YES: Aaron Quantz, Arturo Velasquez, Martin Lipkin, Heath Kline
- NO: Karen DiBiase, Mark Schwartz, Paul Lawler, Sean McCarthy, Angela Dawson, Dena Weiss, Peter Fletcher, Mihran Kalaydjian, Lauren Coffman, Joyce Fletcher, Houtan Hormozian
- ABSTAIN: 0
- INELIGIBLE: 0

Discussion and possible action:

3. Area Reports

Area 1 - Aaron Quantz, Karen DiBiase, Mark Schwartz, Reina Cerros-McCaughey

Area 2 – Arturo Velasquez, Paul Lawler, Sean McCarthy, Kathleen Barth

Area 3 – Nancy McLean, Angela Dawson, John Sandy Campbell, Alex Farassati

Area 4 – Brian Archibald, Martin Lipkin, Dena Weiss

Area 5 – Peter Fletcher

Area 6 – Leslie Simon, Mihran Kalaydjian, Heath Kline, Lauren Coffman

Area 7 – Joyce Fletcher, Houtan Hormozian

At-Large – Sam Evans

Youth Member – Vacant

4. Committee Reports

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs

Community Services Committee – Dena Weiss, Chair

Education Committee – Reina Cerros McCaughey, Chair & Mihran Kalaydjian, Vice Chair

Environmental & Beautification Committee – Brian Archibald, Chair

Governance Committee – Joyce Fletcher, Chair

Public Health and Homelessness Committee – Sam Evans, Chair

PLUM Committee – Lauren Coffman, Chair

Public Safety and Transportation Committee – Houtan Hormozian, Chair

Social Media & Community Outreach Committee – Peter Fletcher, Chair & Kathleen Barth, Vice Chair

WHIP Committee – Heath Kline, Chair

Ad-hoc - Westfield Promenade 2035 Project – Joyce Fletcher, Chair

Ad Hoc Committee – Measure A. Parks Program - Peter Fletcher, Chair

Ad Hoc Committee – Arts Fees and Cultural Amenities - Lauren Coffman, Chair

Ad-hoc Committee – Flight Path and Noise Advisory Committee - Martin Lipkin, Chair

Announcements:

The next Regular Board meeting will be held on February 9, 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 2021 -2022 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: 10:25pm

Minutes submitted by Karen DiBiase, 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 and 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>

- **A copy of this agenda is also physically posted on the outside of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office is accessed from Owensmouth Street. Parking is free.**

***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

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 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org provide services that enable older adults to age with family, in community or independently.

