



**DRAFT MINUTES OF THE OCTOBER 15, 2020 MEETING OF THE  
WOODLAND HILLS - WARNER CENTER NEIGHBORHOOD COUNCIL  
PLANNING, LAND USE AND MOBILITY COMMITTEE  
VIA VIRTUAL MEETING TELECONFERENCING ("ZOOM")**

1. **Call to Order:** the meeting was called to order by Chairperson Lauren Coffman at 6:33 pm.
2. **Members present:** Lauren Coffman, Peter Fletcher, Karen Koe, Martin Lipkin, Sean McCarthy, Henry Rice, August Steurer.
3. **Approval of Minutes:** the minutes of the PLUM meeting of October 1, 2020, by motion of August Steurer, with a second by Lauren Coffman, were approved as amended by a **Vote of 7 Ayes, 0 Nays, 0 Abstentions.**
4. **Public Comment:** August Steurer commented on the new Board policy which limits committee participation to 4 Board members. Chairperson Lauren Coffman indicated the issue would be addressed during the discussion of Agenda Item 9.
5. **ZA-2017-841 4798 N. Abargo Street WH 91364**  
**Zone variance to allow the construction, use & maintenance of a proposed one family dwelling, 1,300 SF, with said dwelling to be provided w/ only one covered parking in lieu of the required 2 covered spaces. Variance to allow for said dwelling to have a height of approx. 45 ft. in the first 20 feet from the front property line in lieu of the permitted 24 feet measured from the centerline or midpoint of the street on which the subject lot fronts. A zoning administrator's determination to allow the construction, use and maintenance of said one family dwelling where the abutting roadway is not improved to a width of at least 20 feet. A zoning Administrator's determination to allow the construction, use and maintenance of said one-family dwelling where the abutting roadway from the driveway apron to the boundary of the hillside area is not improved to a width of at least 20 feet. A zoning administrator's determination to allow a maximum height for said dwelling to be at 45 feet in lieu of the permitted 33 feet. A zoning administrator's determination to allow said dwelling to observe a reduced front yard of 0 foot in lieu of the required 5 feet. A project permit compliance, pursuant to the Girard Tract Specific, to allow the construction, use and maintenance of said dwelling. (7 Variance requests).**

Case leader Peter Fletcher presented an update on the project, which is a house near Serrania dog park. Peter, with a second by Sean McCarthy, read the proposed Motion concerning the project.

**PROPOSED MOTION:**

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

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

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

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

**Whereas**, the 1,300 SF single family residence proposed is requesting the following **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 applicants request for relief for item 7, one covered on-site parking space, **and denies in part** the applicant's request of relief for items 5 and 6, which address the limitation of building height in a hillside area.

### **Conditions**

1. The PLUM committee strongly encourages the applicant to have the Abargo Street vacated or the main front entry stair redesigned to not be located in the non-vacated area of Abargo Street. The PLUM committee does not support the requirement of a revocable permit for the main entry into the residence.
2. All plans presented on at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) on October 15, 2020 shall be dated as such and re-submitted 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 on-site parking area.
6. The applicant will submit a drainage plan for the site detailing how they are going to collect roof drainage on the property and specify if they have LID planters

Therefore, it is hereby resolved that the Planning, Land Use and Mobility Committee for the findings stated herein, recommends that the Board of the Woodland Hills - Warner Center Neighborhood Council advise the Los Angeles Department of City Planning and Council District 3 Councilmember Bob Blumenfield that the project has **received support in part and denial in part** on the above specified items from the Board of the Woodland Hills - Warner Center Neighborhood Council for the requested action at the Full Board meeting on November 11, 2020.

Applicant Carol Chan commented on the motion. Public Comment was received from 1 stakeholder who opposed the project. The Committee commented on the motion and made several amendments to it. Thereafter, by a **Vote of 5 Ayes, 2 Nays**, the Committee voted to **support in part and deny in part** the motion.

6. **DIR-2019-4606 21075 W. Topochico Drive, Woodland Hills, 91364**  
**Pursuant to LAMC Sections 11.5.7 and 16.50, specific plan review and design review for a new two-story single family dwelling with attached 2-car garage in the Mulholland Specific Plan outer corridor.**

Case leader Martin Lipkin presented the case. There was a discussion regarding the changes to the project's design, structure and materials. Comments offered by several of the Committee members regarding possible additional changes to the project.

Thereafter, the Applicant **withdrew his current proposal** and indicated that he would come back with a new/alterd proposal.

7. **ZA-2020-1639-CUB-ZV**  
**Zone variance for zero additional on-site parking spaces & to allow parking to back into the street, & conditional use-alcohol for renewal of beer & wine sales at a bona fide restaurant (Rib Ranch).**

Case leader Henry Rice presented his updated case report. Committee members commented on various aspects of the requested variances. Henry presented the motion on the project, which was seconded by August Steurer. Following further discussion, August withdrew his second.

The Committee then took a **STRAW VOTE/POLL** regarding the project.

(A). In regard to the request for renewal of its CUB and its request for approval hours for breakfast: the Committee **voted 7 Ayes, 0 Nays to support this request.**

(B). In regard to the requests for change of use from retail to restaurant and parking spaces: the Committee **voted 7 Ayes, 0 Nays to support this request.**

(C). In regard to the request for an additional 432 square feet: the Committee **voted 2 Ayes, 5 Nays to not support this request.**

Thereafter, Henry was requested to re-write the motion in 3 parts, in part to reflect the accurate site plan, and be prepared to present the new motion at the November 5, 2020 PLUM meeting.

8. **ZA-2019-5326-CU-SPP-SP 22503-22527 Ventura Blvd, WH, 9136**  
**Pursuant to LAMC section 12.24-W17, a conditional use to permit a drive-thru fast food establishment located in the C4 Zone within 500 feet of an R Zone. Pursuant to LAMC section 12.24-W27, a conditional use to allow deviations from LAMC section 12.22-A23 commercial corner development to (1) allow hours of operation Sunday through Thursday from 10:30 AM to 1:00 AM and Friday through Saturday from 10:30 AM to 1:30 AM, and (2) allow 14% window transparency on the exterior walls and doors fronting Capistrano Boulevard avenue pursuant to LAMC Section 11.5.7C, Specific Plan compliance with the Ventura Cahuenga Boulevard Corridor Specific Plan pursuant to LAMC Section 16.05, site**

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

Public comment was received from 24 members of the public, which included a comment that a petition, containing 571 signatures, existed which requested relocation of the proposed In-N-Out to another location. The majority of the public comments dealt with traffic/accident concerns, safety, proposed business hours, employee parking, effect on neighbors in the adjacent neighborhood, and problems with DOT's review of the project.

Applicant's representative, Sara Houghton, indicated she would reach out to DOT and would re-examine the heightened concerns which were raised. The Committee pointed out that In-N-Out has not proven itself to be community oriented nor has it shown any attempt to respond to the concerns raised by the community or by the PLUM committee. At the end of the discussion, case leader Peter Fletcher indicated he would write a motion on the project, would present it to the PLUM Committee for a vote at the next meeting (November 5, 2020) and then take it to the Board at its next meeting.

9. **Future Agenda Items: Combined with Agenda Item 10**  
**Committee members may raise issues for discussion at a future meeting relevant to areas under the committee's purview.**
10. **New Cases, Review of Current Cases, and Committee Business.**  
**The committee will discuss the status of currently outstanding cases and assignment of new cases for consideration at future meetings.**

There are no new cases.

The Committee reviewed the PLUM Project Schedule/Updated 10.13.20.  
Items 3, 6, 8, 14 and 15 will be heard November 5, 2020.  
Item 10 will be heard November 19, 2020.  
Item 1 will be heard on December 3, 2020.

There was a discussion regarding Board members attending Committee meetings and possible Neighborhood Council policy changes.

11. **Adjournment:** the meeting was adjourned at 11:36 pm.

Submitted by,  
Karen Koe