



SPECIAL Meeting Agenda

A WHIP Committee Meeting Will be Held:

Sunday, February 11, 2023, @ 1:00 pm

Fire Station 84, Community Room

21050 Burbank Blvd near De Soto Ave., Woodland Hills, CA

Committee Members:

Chairperson Heath Kline,

August Steurer,

Julie Waltrip, and Aaron Williams

• **Public Input on Agenda Items** – The public may address the Committee on any agenda item before the Committee acts on an item. The Committee will accept comments from the public on agenda items only when the Committee considers the individual item.

• **Public Input on Matters not appearing on the agenda** – During the General Public Comment period, the Committee listens to comments from the public on other matters not appearing on the agenda within the Committee's jurisdiction. * Please note that the Brown Act prevents the Committee from acting on an issue you bring to its attention during the General Public Comment period; however, the issue raised by a public member may become the subject of a future Committee meeting.

• **Notice to Paid Representatives** - If you receive compensation 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 get in touch with the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

• **Public Comments are limited to two (2) minutes per speaker** unless adjusted by the presiding member of the Committee. The presiding member may impose different time limits per agenda item as needed.

Contact Person: Heath Kline

818-312-5601

h.kline@whcouncil.org

1. Call to Order

2. Establish Quorum:

Roll Call — Heath Kline, August Steurer, Julie Waltrip, Aaron Williams

3. Comments from the Public regarding Issues NOT on the Agenda but within the Committee's purview for later action.

All public comments are limited to 2 minutes per speaker unless adjusted by the presiding member of the Committee.

4. Agenda Items for Discussion and Possible Action by the Committee:

A. Item No (A) - For Submission to Board on February 15, 2024

PRB Member August Steurer is recused.

A Stakeholder request for CIS to SUPPORT an action of the Ventura/Cahuenga Boulevards Corridor Specific Plan Review Board regarding a pending amendment affecting the Boards Structure:

Committee discussion and possible action to issue a Community Impact Statement regarding action proposed by City Planning Commission to City Council in CF 17-1071-S1 to amend the Ventura/Cahuenga Boulevards Corridor Specific Plan:

The Draft of a CIS Summary:

The Board of the Woodland Hills -Warner Center Neighborhood Council (WHWCNC) supports a Letter of Communication from the PRB of the VCBCSP in support of a revised PRB membership structure, first proposed by Council President Paul Krekorian, to have a 13-member Ventura-Cahuenga Boulevards Corridor Specific Plan (VCBCSP) Review Board consisting of one Board Member to be appointed by the Mayor, one Board Member to be appointed by the City Council Member(s) for each of the Specific Plan's defined six communities (Woodland Hills, Tarzana, Encino, Sherman Oaks, Studio City, and Cahuenga) within their Council District, AND one Board Member to be appointed by each Neighborhood Council representing one of the Plan's six communities. Should more than one Council Member represent a community, the multiple Council Members shall jointly choose their joint appointee for that community regardless of where the Council District boundaries fall in the VCBCSP

community. The WHWCNC does not support the structure proposed by City Planning, which has only a 7-member PRB without Neighborhood Council appointees, as it allows one Council Member to potentially appoint 6 out of 7 Board Members. The alternative structure, now supported by the affected Neighborhood Councils, will ensure that even if the whole VCBCSP was in one Council District, a single Council Member could appoint only 6 out of 13 members.

Draft of WHWCNC CIS from WHIP:

The City Council is reviewing proposed amendments to the Ventura-Cahuenga Boulevards Corridor Specific Plan (VCBCSP), found in Council File 17-1071-S1. One change alters the structure of its Plan Review Board (PRB). The pending action to restructure Board Membership significantly reduces each community's direct influence regarding the administration of the Specific Plan.

What does the PRB do?

- The PRB oversees the city's spending of fees collected from properties and projects within the Specific Plan. Currently, most fees are devoted to safety and traffic improvements.
- The PRB advises City Planning on cases requiring discretionary actions for zone changes, variances, and exceptions.
- The PRB, which predates the creation of Neighborhood Councils, assigned its project review responsibilities to the relevant affected Neighborhood Councils within the Plan.
- The PRB advises City Council Members when it discovers amendments are needed to the Specific Plan. The PRB recognized the need to revise the Board Membership rules over 5 years ago. The City Council initiated the effort to create the proposed amendments based on recommendations made by the PRB.

Why does the PRB structure need to be revised?

Before the City's 2022 redistricting of Council Districts, the PRB had nine members, with some communities having only one representative and some having two. Because the Plan is now in only 2 Council Districts, the PRB, under the current rules, has been reduced to only five members, with two communities having no representation.

Against the recommendation of the PRB, the amendment submitted by City Planning and approved by the City Planning Commission changes the structure of the PRB to have only seven members. City Council Member(s) for the six communities defined in the amended plan (Woodland Hills, Tarzana, Encino, Sherman Oaks, Studio City, and Cahuenga) will appoint one member for each community, and the City Mayor will appoint one member.

The PRB and Neighborhood Councils in the Plan are concerned the proposed structure does not best serve the interests of their communities. Currently, there are only two council districts along the Boulevard. Council District 4 contains four communities along about the eastern 10.5 miles of the Plan, and Council District 3 has two communities along about the western 6.5 miles. Under the proposed structure, one council district would control most of the Board. Notably, at one point during the 2022 redistricting process, a map was proposed with only one Council District encompassing the Specific Plan, giving just one Council Member supermajority control of the Board and a lack of diverse opinions.

The proposed changes require selection of Board Members to satisfy various demographic categories for purposes of “diversity.” However, the changes lack any emphasis or requirement for appointments to select members familiar with the Specific Plan and/or know the community’s experience and issues with the Specific Plan. There was some concern by the PRB that appointments could be made for political purposes, which may not serve the affected communities well.

When City Planning staff released proposed changes, the PRB Members recognized the potential issues arising from City Planning’s proposed restructure and voiced those issues to Planning staff. Upon approval of a 7-member PRB by the City Planning Commission, the PRB unanimously passed a motion to send a Letter from the Board (attached) to support its preferred expanded structure for the PRB, as initially proposed by Council President Paul Krekorian. Neighborhood Councils and community organizations along the Boulevard(s) are in support of it.

What is the preferred PRB structure?

The alternative PRB structure favored by the PRB would have 13 members. It expands upon the Board structure given in the current proposed amendment. Under the expanded structure, the relevant Neighborhood Councils would each appoint a Board Member to improve their representation on the Board. Because Neighborhood Councils perform case reviews of projects along the Specific Plan, they can best appoint members with appropriate experience related to the Boulevard(s). This alternative prevents any City Council Member from controlling a majority of the PRB whenever redistricting reduces the number of Council Members within the borders of the Plan to one or two.

Any limitations on the terms of PRB members can be detrimental as the slow city processes often take many years to accomplish projects. Some past projects of the PRB took over a decade for Members to champion.

In addition to a Board of only seven members having less diversity of experience, the smaller Board presents a larger burden on each PRB Member to address reviewing the needs and issues within the Plan. Also, when there is only one member representing a community, any absence of that member leaves the community without representation during PRB discussion. We note that the Planning Department provides minimal support for reviewing the plan, as exemplified by the fact that the annual report from staff, as required by the Plan, has not been presented to the PRB for many years.

The WHWCNC believes that a 13-member board would require minimal additional support in this digital era compared to supporting a 7-member board. A larger Board could function better. A 13-member Board will give greater attention to the needs of the Specific Plan.

THEREFORE, the Woodland Hills Issues and Policies Committee recommends that the Woodland Hills – Warner Center Neighborhood Council join in supporting the position of the Ventura/Cahuenga Boulevards Corridor Specific Plan PRB Members, other Neighborhood Councils in the Specific Plan, the Woodland Hills Homeowners Organization, to have a 13-member Plan Review Board whereby:

- One member is appointed by the Mayor.
- One member is appointed for each of the six communities by the City Council Member for the Community.

- One member is appointed for each of the six communities by the relevant Neighborhood Council for the Community. Appointed members must qualify as stakeholders of the community.
- There are no limits to the number of 3-year, staggered Board Member terms.
- PRB Officers are the President, 1st Vice President, and 2nd Vice President

Furthermore, the Board of the Woodland Hills – Warner Center Neighborhood Council is to file an impact statement to CF 17-1071-S1 stating its support for a 13-member Plan Review Board and notify all City Council Members, City Planning Director Vince Bertoni, plus Shana Bonstin, Director of Community Planning and other appropriate staff.

Reference:

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=17-1071-S1>

Item No (B)

Committee initiation of a response per the request of the Department of Neighborhood Empowerment regarding its report as submitted to City Council in CF 23-1027.

Initiation of committee work on a response regarding the Department of Neighborhood Empowerment's Report to the City Council about potential Charter Amendments to Article IX, which covers the Department and Neighborhood Councils.

Reference: https://clkrep.lacity.org/online/docs/2023/23-1027_rpt_DONE_01-22-24.pdf

6. Adjournment of Meeting

Meeting dates for the 2023-2024 year: The Committee holds meetings generally on the second and fourth Thursday of every month at 7:00 pm. Check the NC website calendar for a complete committee and board meetings list. Meeting dates and times are subject to change. Check the NC calendar for updated meeting schedules.

The next Regular Committee Meeting will be held in person on **February 22nd, 2024**. Please visit the calendar page at whcouncil.org for the complete details and confirm the location, date, and time.

• **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 based on 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 or services may be provided upon request.

- To ensure the availability of services, please make your request at least (3) business days (72 hours) before the meeting you wish to attend by contacting Dena Weiss by email at d.weiss@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551
EmpowerLa@LACity.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, at d.weiss@whcouncil.org o por correo electrónico avisar al Concejo Vecinal.

• **PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, the Committee provides non-exempt writings distributed to most of the Committee Members before a meeting on the WHWCNC website: www.whcouncil.org or via the scheduled meeting video presentation. In addition, if you would like a copy of any record related to an item on the agenda, please get in touch with Dena Weiss by email to d.weiss@whcouncil.org

• **PUBLIC POSTING OF AGENDAS** –

A copy of this agenda is also physically posted outside of Fire Station 84, 21050 Burbank Blvd, Woodland Hills, CA 91367. Attendees must park across Burbank Blvd.

Agendas are also posted for public review: At www.whcouncil.org, go to the Calendar page and click on the date.

You can also receive Committee agendas via email by subscribing to LA 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 other procedural matters related to this Council, please consult the WHWCNC Bylaws. The Bylaws are available at our website at www.whcouncil.org



Los Angeles City Planning Department
6262 Van Nuys Boulevard, Suite 430
Van Nuys, CA 91401-2709
Internet: <http://planning.lacity.org/>

PLAN REVIEW BOARD (PRB)

Ventura/Cahuenga Boulevard Corridor Specific Plan

Dennis DiBiase, 2nd Vice President, 3rd Council District Appointee (Woodland Hills)
Kathy Delle Donne, President, 3rd Council District Appointee (Tarzana)
Lisa Karadjian, 2nd Council District Appointee (Studio City)
Lisa Petrus, 4th Council District Appointee (Sherman Oaks)
Lisa Sarkin, 1st Vice President, 2nd Council District Appointee (Studio City)
August Steurer, Mayor's Appointee
Florence Blecher, 4th Council District Appointee (Cahuenga Pass)

To: Valley Overlay Amendment Unit - Los Angeles City Planning Department Staff
Re: Special hearing to broaden PRB membership
From: Kathy Delle Donne – Plan Review Board- President

The following motion was passed by the current members of the PRB to broaden its membership to ensure socioeconomic and demographic diversity - plus this motion will provide equitable representation for the six communities along Ventura Boulevard.

MOTION APPROVED BY THE VENTURA-CAHUENGA BOULEVARD CORRIDOR SPECIFIC PLAN REVIEW BOARD ON AUGUST 3, 2023.....

Whereas, each of the communities along the 17 miles of the Ventura-Cahuenga Boulevard Corridor Specific Plan area is unique and has different needs, the Ventura-Cahuenga Boulevard Corridor Specific Plan Review Board (VCBCSP) requests the adoption of the following make-up of the Review Board:

1. The VCBCSP Review Board shall consist of 13 members.
2. One member appointed by the mayor.
3. Six members appointed by the City Council Member(s) whose districts include the VCBCSP area. If a community is represented by more than one City Council Member, they shall choose the appointee jointly.
4. One appointed by each of the six Neighborhood Councils comprising the VCBCS area. The appointed member shall be a stakeholder of said Neighborhood Councils.

Whereas, the adoption of the appointments listed above ensures that no City Council Member will be able to appoint a majority of the Plan Review Board and that each of the six communities are represented as Section 15.A.2.a & b requires.

Whereas, the adoption of the appointments listed above will insure that when City Council Districts are changed during each 10 year process, the Plan Review Board will remain representative of Cahuenga Pass, Studio City, Sherman Oaks, Encino, Tarzana and Woodland Hills.

Whereas, no term limits shall apply to Plan Review Board Members. Whereas, the President, the 1st Vice President and the 2nd Vice President shall serve for a term of 3 years.

ATTACHMENT TO WHWCNC MOTION