



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND ZONING & PLANNING COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

Tuesday, March 14, 2023 @ 6:30 p.m.

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

This meeting of the West Hills Neighborhood Council Zoning & Planning Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online via Zoom Webinar, click or paste the following link into your browser: <https://us02web.zoom.us/j/94979394001>

To call in by phone, dial (669) 900-6833, punch in this Webinar code when prompted: **94979394001** and then press #.

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

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.

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| 1. | Call to order | Mr. Bill Rose, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 2. | Establish Quorum | Dr. Faye Barta, Secretary |
| 3. | Comments from the Co-Chair(s) | Mr. Bill Rose, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 4. | Approve the minutes from February 27, 2023 | Dr. Faye Barta, Secretary |
| 5. | Public Comments on Non-Agenda items | |

Old Business:

- | | | |
|----|--|--|
| 6. | Discussion and possible action on Processes & Procedures, revisions to the zoning code | Mr. Bill Rose, Co-Chair
Mrs. Charlene Rothstein, Co-Chair
Mrs. Aida Abkarians, Member
Mr. Anthony Scearce, Member |
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New Business:

- | | | |
|----|--|--|
| 6. | Discussion and possible action on motion regarding City Governance and protection from fraud and corruption by a property owner or developer, Council File 23-0249 | Mr. Bill Rose, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 7. | Meeting Adjournment – Next meeting April 11, 2023 | |

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index

The Americans 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 three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCSupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 the meeting where such writing was considered or by contacting the WHNC’s executive director via email at michelle.ritchie@westhillsnc.org. Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC’s process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.westhillsnc.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 Michelle.Ritchie@westhillsnc.org



WEST HILLS NEIGHBORHOOD COUNCIL
JOINT BOARD AND ZONING & PLANNING COMMITTEE MEETING
DRAFT MINUTES

Monday, February 27, 2023 @ 6:30 p.m.

1. Call to Order at 6:31 PM by Secretary Faye Barta. The meeting was recorded.
2. Quorum was established.
Committee Members Present: Aida Abkarians, Faye Barta, Dan Brin, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Steve Randall, Charlene Rothstein (joined at 8:01 PM), Anthony Scarce, Myrl Schreiber and Joan Trent.
Committee Members Absent: Saif Mogri, Bill Rose..
Board Members also present: Glenn Jennings, Brad Vanderhoof .
Members of the Public Present: 81
3. Comments from the Co-Chair(s): None.
4. Minutes from the November 8, 2022, meeting: The minutes were approved unanimously as amended.
5. Public Comment on Non-Agenda Items: None.

Old Business:

6. Discussion and possible action on the proposed expansion of Chaminade College Preparatory High School located at 7500 Chaminade Avenue, West Hills:

Brad Rosenheim and Robb Webb represented Chaminade and made a presentation focusing on the current enrollment of 1,360, the school's focus on safety and security and Chaminade's phased approach for its master plan to modernize its existing classrooms and buildings and to expand its physical location. The master plan is compendious and will proceed in phases. The large property across Saticoy from the existing school, which presently houses Fields Market and several other smaller commercial tenants, except for the small corner where a gas station/car repair shop is located, has been acquired by Chaminade and will be totally renovated to house needed facilities for Chaminade. Parts of the existing campus will be modernized and renovated. The existing buildings on the acquired property will be replaced by a performing arts center, a football field, a "heart of campus" quad, and a parking lot. A pedestrian bridge will be constructed to cross over Saticoy Street so that students and faculty and visitors will be able to transition from one section of the campus to the other without having to cross Saticoy Street on foot.

Board members Aida, Bonnie, Brad, Dan, Glenn, Joan, Myrl, Steve, and Tony asked questions and made comments. Members of the public – Armen Hovanessian, Jenny, Jeff, Paulette, Barbara Kogen, Harold, Esther, Oscar Tirado, Jack Garrett, Chris Rowe, Lisa Tripoletti, Danny Osztreicher, Covela, Ruth O., Leo, Priya, Steve, Scott and Jessica McClure, N. Saggarr, Tricia and Marie -- asked questions and made comments.

The meeting was adjourned by Faye Barta at 8:21 PM.

Next meeting will be Tuesday, March 14, 2023.

FACT SHEET

Processes and Procedures

Summary

The Processes and Procedures Ordinance is the initial part of a larger effort to comprehensively revise the City's Zoning Code to make it more responsive and accessible to the public. The proposed Ordinance streamlines and reorganizes the rules that govern the steps involved in reviewing projects or adopting land use policy, while introducing a more user-friendly format. The Ordinance standardizes existing processes for the review of proposed projects and policies and relocates them in one consolidated section of the Zoning Code. This reorganization will provide greater consistency and predictability for both applicants and the public at large.

Background

On October 11, 2018, the City Planning Commission (CPC) recommended approval of the proposed Processes and Procedures Ordinance, with additional instructions to City Planning to incorporate technical corrections identified by the public when advancing the Ordinance to Council.

City Planning continued to receive community input after the CPC hearing and decided to extend additional time for both internal and external review of the Ordinance. As a result, the Department has prepared a revised draft of the Ordinance, which incorporates various technical and policy changes. The revised draft will be taken back to the CPC for their consideration and action.

The Department has also prepared an [annotated version](#) of the revised Ordinance to aid readers who are interested in tracking changes to the Code provisions. Each section of the Ordinance is marked with annotations outlining whether the provisions are new or relocated from one section of the Zoning Code to another as part of this consolidation.

Additionally, the Department has prepared a [dedicated webpage](#) to serve as a resource for stakeholders at all levels of familiarity with current Zoning Code processes and

procedures. The webpage includes visual aids to explain the core concepts behind the ordinance, as well as key changes proposed by the ordinance.

Summary of Key Changes

(relevant ordinance citations included in blue text)

Changes Previously Approved by the City Planning Commission (2018):

- Standardization of mail notification to 21 days for public hearings on discretionary projects (See Subsection C. of Sec. 13B.1.1. - Sec. 13B.6.2. and Subsection C. of Sec. 13B.8.1. - Sec. 13B.11.1 of Chapter 1A)
- Mail notification radius tiers changed to adjacent and abutting, 300 feet, and 500 feet (See Subsection C. of Sec. 13B.1.1. - Sec. 13B.11.1. of Chapter 1A)
- Standardization of appeals to allow a 15-day period during which appeals can be filed (See Sec. 13A.2.8. of Chapter 1A)
- De novo standard of review for appellate decisions (See Sec. 13A.2.8. of Chapter 1A)
- Batching of General Plan Amendment requests (See Sec. 13B.1.1.B. of Chapter 1A)
- Establishment of 3 new processes
 - Policy Action (See Sec. 13B.1.5. of Chapter 1A)
 - Alternative Compliance (See Sec. 13B.5.1. of Chapter 1A)
 - Review or Modification of Entitlement (See Sec. 13B.5.4. of Chapter 1A)
- Changes in decision maker
 - Adjustment – Zoning Administrator to Director (See Sec. 13B.5.2. of Chapter 1A)
 - Evaluation of Non-Compliance – Director to Zoning Administrator (See Sec. 13B.6.1. of Chapter 1A)
 - Nuisance Abatement/Revocation – Director to Zoning Administrator (See Sec. 13B.6.2. of Chapter 1A)
 - Mixed Use CUP - APC to CPC (See Sec. 12.24 U.30 and 12.24 V. of Chapter 1)
- Changes in process name
 - Zoning Administrator Determination to Class 1 CUP (See Sec. 13B.2.1. of Chapter 1A)
 - Zoning Administrator CUP to Class 2 CUP (See Sec. 13B.2.2. of Chapter 1A)
 - APC and CPC CUP to Class 3 CUP (See Sec. 13B.2.3. of Chapter 1A)

- Site Plan Review to Project Review (See Sec. 13B.2.4. of Chapter 1A)
- Administrative Clearance to Administrative Review (See Sec. 13B.3.1. of Chapter 1A)
- Project Permit Compliance to Project Compliance (See Sec. 13B.4.2. of Chapter 1A)
- Project Permit Compliance (Design Review Board) to Project Compliance (Design Review Board) (See Sec. 13B.4.3. of Chapter 1A)
- Project Permit Adjustment to Project Adjustment (See Sec. 13B.4.4. of Chapter 1A)
- Specific Plan Exception to Project Exception (See Sec. 13B.4.5. of Chapter 1A)

New Proposed Changes:

- Require certified Neighborhood Councils to be notified by mail of public hearings (See Subsection C. of Sec. 13B.1.1. - Sec. 13B.11.1. of Chapter 1A)
- Clarify the expiration date of planning approvals for development projects by distinguishing between “effectuation” and “utilization” (See Sec. 13A.2.7.A.-C. of Chapter 1A)
- Codify procedures for abandonment of approval (See Sec. 13A.2.7.D. of Chapter 1A)
- Allow Modification of Entitlement process to be used for Project Review (formerly called Site Plan Review) (See Sec. 13B.2.4.H. of Chapter 1A)
- Clarify the relationship between the procedures for Specific Plan Implementation and the Administrative Review process (See Sec. 13B.4.1.B. of Chapter 1A)
- Amend provisions related to the duration of vesting rights granted upon payment of plan check fees (See Sec. 13B.10.1.B. of Chapter 1A)
- Clarify the requirements to qualify for a “deemed to be approved private street” (See Sec. 18.00 C. of Chapter 1 and definition of “private road easement” in Div. 13C.1. of Chapter 1A)
- Amend Subdivision processes to better align with Subdivision Map Act by allowing Vesting Parcel Maps and adding a publication notice requirement for Parcel and Tract Maps (See Sec. 13B.7.3.C. and Sec. 13B.4.7.5.C. and I. of Chapter 1A)

Frequently Asked Questions

How is the Processes and Procedures Ordinance part of the larger update to the City's Zoning Code?

The Processes and Procedures Ordinance provides a framework for the larger effort to comprehensively revise the City's Zoning Code to become more responsive and accessible to the public. Currently, the Zoning Code resides in Chapter 1 of the Los Angeles Municipal Code (LAMC). The Processes and Procedures Ordinance will establish a new Chapter 1A of the LAMC to serve as the home for the updated Zoning Code.

One key distinction between the Ordinance and the rest of the new Zoning Code is the implementation of the regulations. The Ordinance will apply citywide upon adoption in order to ensure that every property is subject to the same administrative rules. In contrast, the remainder of the new Zoning Code (everything other than the processes and procedures) will be implemented in phases, as each community plan is updated, starting with the Downtown Community Plan.

Why is the City of Los Angeles updating its Zoning Code?

Several years ago, City Planning set out to create a modern and efficient zoning system for Los Angeles. The proposed framework aims to establish a new Zoning Code that is more responsive to the needs of Los Angeles's neighborhoods, in addition to being easier to use.

While conventional methods of zoning have traditionally focused on prohibiting incompatible uses, the new framework is focused on the physical design of a building as well as its use. As City Planning launches updates to its 35 Community Plans, new zoning will be developed to implement the policies and goals for specific neighborhoods across Los Angeles.

Will the Processes and Procedures Ordinance make it easier for me to use the Zoning Code?

The goal of the Processes and Procedures Ordinance is to make the rules for how the Department reviews land use and development applications more consistent and accessible, so that anyone can navigate the Zoning Code, not just paid experts. The revised Ordinance will house these processes in a central location, so that the rules are easy to find, instead of scattered randomly throughout the Zoning Code. The Ordinance also establishes a standard format for each process and includes flowcharts to serve as visual aids. These proposed changes are all intended to make the opportunities for public participation during the planning process clearer and easier to understand.

What is the difference between “processes” and “procedures,” and how are they being updated by the Ordinance?

The term “processes” describes the path for the review of a proposed entitlement, while the term “procedures” describes the steps in each phase of that review process. For example, a Conditional Use Permit is a process, while the specific rules for notification of a public hearing, appeal period, and time to act are the procedures for that process. After reviewing the over 120 different types of planning entitlements in the current Zoning Code, the Department identified processes that had very similar procedures and consolidated them to reduce unnecessary variation, ultimately resulting in about 60 unique review paths.

Will this Ordinance alter the current zoning regulations for my community?

This ordinance does not revise the zoning for any property in the City, including those located within an historic district or overlay. Any future changes to the zoning of a property will occur through the community plan update process, which consists of an extensive public process over the course of several years.

Will this Ordinance alter the existing requirements for public hearings?

All public hearings that are currently required under the Zoning Code will remain under the existing rules. The Ordinance does however attempt to standardize the noticing process. The Code today requires anywhere from 10 to 24 days of noticing prior to holding a public hearing; the Ordinance is proposing a 21-day notice period for all discretionary planning entitlements. Standardizing the notice period helps reduce confusion or ambiguity regarding mail notice requirements, and also empowers the public and applicants by providing predictable timelines.

Does the Ordinance alter any notifications to Neighborhood Councils?

Currently, the Department provides mail notification to Neighborhood Councils when an application is filed for a project in their neighborhood as part of the Department’s Early Notification System. This early notification is provided as a courtesy, as the Zoning Code does not include any notification requirements regarding Neighborhood Councils. However, after consideration of public input and Department practice, the Ordinance will add a Zoning Code requirement that Neighborhood Councils be notified of public hearings whenever mail notice is required. This means that once the Ordinance is adopted, Neighborhood Councils will receive both mail notification of an application and mail notification of a public hearing for projects in their neighborhoods.

Does the Ordinance change the authorities of any decision maker?

The Ordinance maintains all of the decision-making authorities that exist in the current Zoning Code, with the exception of four processes. The decision maker for an Adjustment is proposed to be changed from the Zoning Administrator to the Director, as the Director already processes similar cases and has more staff resources. The decision makers for both an Evaluation of Non-Compliance and a Nuisance Abatement/Revocation are proposed to be changed from the Director to the Zoning Administrator to codify existing Department practice; the Director currently delegates their authority on Evaluation of Non-Compliance and Nuisance Abatement/Revocation cases to the Zoning Administrator. Lastly, the decision maker for a mixed use Conditional Use Permit (CUP) is proposed to be changed from the Area Planning Commission (APC) to the City Planning Commission (CPC) as a result of process consolidation.

Does the Ordinance affect which projects are subject to an appeal?

The Department is not altering which projects are discretionary and, by association, subject to an appeal. However, the Department is seeking to standardize the appeal period. The existing Zoning Code requires anywhere from 10 to 15 days to file an appeal; this Ordinance is proposing a standardized 15-day appeal period for all discretionary planning entitlements.

Are there additional opportunities for community input and engagement?

Later this winter, the Department will facilitate virtual meetings to guide community members through the proposed changes, as well as provide stakeholders with additional opportunities to ask questions about the revised Ordinance.

Who can I contact for additional information?

For questions, please contact: Bonnie Kim | bonnie.kim@lacity.org | (213) 978-1330

To receive future updates on this proposed ordinance, please sign up to join the interested parties list: <https://planning.lacity.org/about/email-sign-up>

CF-23-0249

MOTION

California Government Code Section 1090 prohibits public officials, such as city employees and elected officials, from having a personal financial interest in contracts they enter into in their official capacity on behalf of the City. Government Code section 1092 provides that a contract that violates section 1090 may be voided by any party.

CF 20-0859 (Krekorian, Harris-Dawson) called for the City Council to take actions that would create additional deterrence to prevent those doing business with or seeking approvals from the City to engage in corrupt activity to induce public officials to violate the trust of the people of Los Angeles. The full Council was not given an opportunity to act on the motion, and the Council File expired.

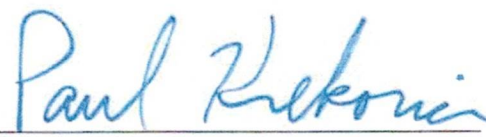
The Federal investigation and indictments that led to felony corruption convictions against former Councilmembers Jose Huizar and Mitchell Englander, and that involved other city employees, made clear that the City must take additional steps to safeguard against fraud and corruption. The urgent need to fight such fraud and corruption and restore the public trust certainly has not diminished since the original motion was introduced.

I THEREFORE MOVE that the City Council request the City Attorney to prepare and present an ordinance prohibiting any property owner or developer from seeking any discretionary approval or entitlement in the future from the City of Los Angeles, if the City Council or any court determines that such property owner or developer has induced or conspired to cause a violation of Government Code Section 1090, had any engagement in illegal demolitions, or otherwise engaged in criminal conduct to defraud the City or any other government entity.

I FURTHER MOVE that the City Council request the City Attorney to present a report within 30 days, in closed session if appropriate, exploring options regarding pursuing civil remedies against those who have violated, or induced or conspired to cause a violation of, Government Code Section 1090, or otherwise engaged in criminal conduct to defraud the City by, among other things, depriving or conspiring to deprive the public and the City of their right to the honest services of employees of the City, including potential causes of action for recovery of subsequent resulting economic harm and injunctive relief.

I FURTHER MOVE that the City Council instruct the Chief Legislative Analyst, with assistance of the City Attorney and the Department of City Planning, to report to the Council within 90 days with recommendations for potential ordinances and/or Charter revisions that would permit the City Council in the future to rescind approvals or entitlements, to void development agreements and other contracts, and to cancel pending development applications, under appropriate circumstances, where such approvals, entitlements, agreements, contracts or applications have been induced or influenced by corruption, fraud or other criminal conduct (including, but not limited to, the potential ordinance submitted by the City Attorney to the Council through report #R-20-0228 dated August 6, 2020).

PRESENTED BY: 
MARQUEECE HARRIS-DAWSON
Councilmember, 8th District


PAUL KREKORIAN
Councilmember, 2nd District

SECONDED BY: 
PK
MAR 01 2023

ORIGINAL



Council File: 23-0249

Title

Government Code Section 1090 / Violations / Property Owners / Developers / Illegal Demolitions / Criminal Conduct / Civil Remedy / Entitlements / Contracts / Rescission

Date Received / Introduced

03/01/2023

Last Changed Date

03/06/2023

Expiration Date

03/06/2025

Reference Numbers

Related Council Files: 20-0859; 20-0980

Pending in Committee

Ad Hoc Committee on City Governance Reform
Planning and Land Use Management Committee

Mover

MARQUEECE HARRIS-DAWSON
PAUL KREKORIAN

Second

BOB BLUMENFIELD

File Activities

Date	Activity
03/06/2023	Ad Hoc Committee on City Governance Reform approved item(s) .
03/03/2023	Ad Hoc Committee on City Governance Reform scheduled item for committee meeting on March 6, 2023.
03/01/2023	Motion referred to Ad Hoc Committee on City Governance Reform; Planning and Land Use Management Committee.

Online Documents (Doc)

Title	Doc Date
Motion	03/01/2023

Council Vote Information

No votes were found.