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SPECIAL MEETING
PLANNING AND LAND USE
COMMITTEE MINUTES

Tuesday, May 14, 2013
 7:30-9:00pm

Les & Dorothy River Community Center
10409 Scenario Lane
Los Angeles, CA 90077

The public is welcome to speak. Meeting is being audio taped.

*We request that you fill out a **Speaker Card** to address the Council on any item on the Agenda. Comments from the public on other matters not appearing on the Agenda will be heard during the Public Comment period. Public comment is limited to 3 minutes per speaker unless waived by the presiding officer of the Council. (As a covered entity under TITLE 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, listening devices, or other auxiliary aids and/or services will be provided upon request. To ensure availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator at 213 485-1360.)*

CASES TO BE CONSIDERED:

1. Call to order – 7:45pm

Committee Member Roll Call

Name	P	A	Name	P	A
Ramin Kolahi, Chair	X		Done Loze	X	
Michael Chasteen	X		Gary Plotkin		X
Carolyn Carradine		X	Carol Sidlow		X
Robin Greenburg		X	Stephen Twining		X

Gary Plotking and Robin Greenburg – Excused Absences

2. Approval of Minutes (if available)

- a. No minutes are available.
- b. With the new office help, we will eventually get to that and have a meeting where we can approve a variety of minutes that are outstanding.

3. Approval of Agenda, as presented or amended

- a. Ramin, Chair, proposed an addition to the agenda, to add under “Chair Report,” “Item E,” a motion to recommend Nickie Miner as a Member of the Planning and Land Use.
 - **Ramin made a motion to approve agenda with addition; Don Loze seconded the motion. Motion was approved as amended.**
- b. No further amendments to the agenda made.

4. Public Comments – On non-agenized items related to Land Use and Planning only

- a. None

5. Chair Report – Ramin Kolahi

- a. Permanent Date, Time and Location of PLU Meetings

- Need enough time before the 4th Wednesday of every month to submit items to be presented on that Board’s agenda to the President. Members agreed to **2nd Tuesday every month @ 7:30 at the Les & Dorothy River Community Center.**
 - Ramin discussed reaching out east more & will follow up with Tree People regarding availability.
- b. Procedural Changes
- Case Assignment
 - Case Reporting
 - Ramin stated that Case Officers can be a point of contact on behalf of the committee. The Case Officer can read the application if they so wish and/or drive by. They don’t have to for every application or site. May sometimes have to say we can’t assign a case to some... until we get more committee members on board. (The committee will not work on all applications if they are considered de minimis.)
 - Don noted that at the moment, we get notices from Planning. He noted three pieces on the agenda he was not aware of, and that nobody is noticing the HOA about agenda items; and how “we get CNC notices?”
 - Communication needs to be clear for stakeholder and applicants to manage caseloads.
- c. Draft Notification Policy for Applicants
- Discussed that the Case Officer can set up an informal meeting at the site so residents have a chance to look at it and not come here and hear about it for the first time. They can send out a notice to residents to know who Case Officer is if they have questions, and they have a venue here. Ramin will bring a draft of the Notification Policy next time.
- d. Ad-Hoc Standing Rules Committee Recommendations
- Will give Standing Rules our input next time.
- e. Ramin made a motion to recommend Nickie Miner as a member of the PLU Committee
- 2 yrs. Ramin will present Nickie’s name for consideration and acceptance by the full Board.

6. New Project Review and Staff Assignments and Coding of De Minimis Cases

a. CNC Reporting – As of 5/4/13

CASE NO.	ADDRESS	DESCRIPTION	CASE TYPE
DIR-2013-1238-DRB-SPP-MSP	9621 W ARBY DR 90210	EXISTING STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE AND NEW GUEST HOUSE	DRB-DESIGN REVIEW BOARD
ENV-2013-1237-CE	9621 W ARBY DR 90210	EXISTING STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE AND NEW GUEST HOUSE	CE-CATEGORICAL EXEMPTION MND-MITIGATED
ENV-2012-1222-MND	9643 W LAWLEN WAY 90210 10453 W	TO ALLOW TWO DWELLING UNITS WITH KITCHENS ON ONE LOT (TIED TOGETHER)	NEGATIVE DECLARATION
ENV-2013-1201-EAF	SANDAL LANE 90077 10453 W	NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	EAF-ENVIRONMENTAL ASSESSMENT ZAD-ZA
ZA-2013-1202-ZAD-ZAA	SANDAL LANE 90077	NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	DETERMINATION (PER LAMC 12.27)

- 9621 W. Arby – Since DRB cases involved another public hearing process in detail, Ramin suggested we focus on other projects until we have resources to process DRB cases.
 - Don has concern about issues in Benedict Canyon at Mulholland: Sees things that impact on BCA.
- 9643 Lawlen Way - Ramin will look into this application.
- 10453 Sandal Lane – Ramin assigns himself as case officer for Sandal Lane. Jonah Morganstein (member of public) attended the meeting and expressed interest in the Sandal Lane case.

7. Current Case Updates

- a. Review of March 2013 Agenda – Review of all cases to categorize
 - Review of March 2013 Agenda – Review of all cases to categorize. Discussed was need to rely on committee members regarding March 2013. If the committee can look at the cases to make sure they don't fall through the cracks.

8. Upcoming Hearings

CASE NO.	ADDRESS	HEARING TYPE	HEARING DATE
ZA-2012-1395-ZV-ZAA-1A	360 NORTH STONE CANYON ROAD	WEST LA PLANNING COMMISSION APPEAL	WEDNESDAY JUNE 5, 2013
ZA 2012-3559(F)			THURSDAY, MAY 30, 2013
ENV 2012-3557-CE	1553 NORTH TOWER GROVE	ZONING ADMINSTRATOR	
ZA 2012-3525 AV	76 BEVERLY PARK LANE	ZONING ADMINISTRATOR	FRIDAY, MAY 31, 2013
	1553 NORTH TOWER GROVE		THURSDAY, MAY 30, 2013
ZA 2012-3559 F	DRIVE	ZONING ADMINISTRATOR	
DIR 2013-1238 DRB SPP		MULHOLLAND SCENIC PARKWAY	THURSDAY, MAY 16, 2013
MSP	9621 ARBY DRIVE	DRB	

- 1553 Tower Grove - Michael Chasteen will review to make determination.
- Ramin informed that due to time and resources constraints, PLU is unable to review these applications at this meeting.

9. Packages Received

CASE NO.	ADDRESS
2013-41-PMEX	9100 Crescent Drive & 2460 Sunset Plaza Dr.
AA-2012-2846-WTM	9712 W. Oak Pass Road
CPC 1998-194	10701 W. Sunset Blvd
DIR 2013 291 DRB SPP MSP	8114 W. Elrita Dr.
ZA 2013 78 ZV ZAD ZAA	1423 Oriole Dr
ZA 2013-32-ZAA	901 N. Airole Way
ZA 2013-87-F	1521 N Doheny Dr
EL0455-11	1405 Meadow Drive (Wireless Antennae in Public ROW)
ZA 2013 1202 ZAD ZAA	10453 Sandal Lane

- 9100 Crescent Drive & 2460 Sunset Plaza: Michael Chasteen assigned.
- 9712 W. Oak Pass Road: Julie Goldsmith, a neighbor, from Benedict Canyon, expressed interest in this. Determination had been made, with approval of grading plan. Letter February 15th. Michael noted was it was a balanced project; nothing to haul off. Michael and neighbors -- BCA are monitoring it. Julie was given incorrect information about the lots, and this was discussed. Michael sent a letter requesting clarification as to retaining walls and has not heard back.
- 1423 Oriole Drive - Michael will follow up on this.
- 901 Airole Way: Ramin will ask Steve Twining or Robin if interested in this.
- 10453 Sandal Lane: Ramin will process this case.
- Discussion ensued with Don suggesting policy to maintain "Strict Compliance" with the Code, to which Ramin replied that we have limited resources and need to focus on projects with larger impacts and with this new process, we'll be able to have cases have more processing.
- Noted was that all packages are scanned with links to the web sites to see each item.

10. Proactive Projects

- **Ridgeline Protection – Don Loze** discussed possible ordinance, requiring public hearing, no formal report, of ridgeline study in CD4, 5 & 11. Noted that Councilman Koretz's office is trying to find City allocations and Hillside Federation to organize ways to support the Councilman, after mayoral election.

- Overall, the plan is to have included in the revision of code, how do you have public hearings and fund them?
- Don will update us – if action is needed.

11. Adjournment - Motion to adjourn seconded and passed. Meeting adjourned at 9:05pm.

**NEXT BABCNC PLU MEETING
June 11, 2013**