

AGENDA

Call to Order
Pledge of Allegiance
Roll Call

Public Announcements:

Office of Councilmember Bob Blumenfield – if available (2 minute each)
Office of Local and State Officials – if available (2 minute each)
Other Local Agencies – if available (2 minute each)

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

General Public Comment is limited to (2) minutes per speaker and 10 minutes total due to limited timing at the firestation venue.

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 – September 13, 2023 (5 minutes)

See posted support document

Roll Call Vote

B. Officer Reports

(5 minutes)

President – Dena Weiss

Vice President – Chris Waddy

Treasurer – Heath Kline

Secretary -Karen DiBiase

Parliamentarian – Don Patterson

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer

(23-058) Approval of MER for September 2023

For discussion and action:

(5 minutes)

Motion for the Board to approve the September 2023 Monthly Expense Report (MER).

See posted Financial Support document

Roll Call Vote

Item No. 2

Geraldine Weiss, Governance, Chair

(23-059) Stakeholders Appointment to Area 3, CBO Seat

For discussion and action:

(5 minutes)

Motion for the board to appoint Harout Aristakessian to the Area 3 Community Based Organization board seat.

Roll Call Vote

Item No. 3

PLUM, Don Patterson, Martin Lipkin, Chairs

(23-060) ZA-2023-4553-CUB Pascal Patisserie

21040-C W Victory Blvd, Unit 40-C Woodland Hills CA 91367

For Discussion and action:

(10 minutes)

MOTION: As pertaining to **Case ZA -2023-4553-CUB for Pascal Patisserie, a bakery and restaurant located at 21040-C W Victory Blvd, Unit 40C, Woodland Hills, CA 91367.**, having held one public meeting for:

A CUB Conditional Use Beverage Permit to allow beer, wine and distilled spirits for onsite consumption only, in conjunction with an existing full-service restaurant, and patio.

The request will allow the applicant to offer dinner and will be an added value to a clientele looking for a broader range of beverage choices, therefore providing a benefit to the community.

The applicant is requesting a CUB to allow a full-line type 47, alcoholic beverages, for onsite consumption only; in conjunction within a 4,010 S.F. existing restaurant with 84 interior seats and 6 outdoor seats, hour of operation 7:00am to 11:00pm daily.

WHEREAS, the applicant attests that the following is true:

- 1) The establishment has been in continuous operation at the same location since 2016 and maintains permits to operate a bakery and restaurant.
- 2) There is more than the required number of parking spaces.
- 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 hours of operation will have restaurant service and alcohol sales from:
7 AM to 11PM, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday and Sunday
- 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 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,
- 21) The applicant shall provide an ABC compliant barrier around the outside patio to separate the patio from persons in the parking lot.

WHEREAS the above conditions follow the proposed requirements for the current 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 CUB Conditional Use Permit application submitted on behalf of restaurant Pascal Patisserie located at 21040-C Victory Blvd – Unit 40C, receive **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 **support** this

application as presented on October 11, 2023

See posted [Support document](#)

Roll Call Vote

Item No. 4

PLUM, Don Patterson, Martin Lipkin, Chairs

(23-061) AA-2023-2925-PMLA; ZA-2023-2926-ZAA; ENV-2023-2927-CE

23139 Collins Street, Woodland Hills CA 91367

For discussion and action:

(10 minutes)

The applicant is proposing to subdivide an RA-1 zoned lot into 2 lots creating a flag lot on the rear of the property. Applicant is also requesting a Zoning Administrator adjustment regarding under width access stem at the midpoint of the rear lot.

MOTION

As pertaining to Cases AA-2023-2925-PMLA and ZA-2023-2926-ZAA, having held 1 public PLUM in person meeting for the application to permit subdivision of the parcel at 23139 Collins St. Woodland Hills, into two lots, creating a flag lot in the rear, in an RA-1 zone, and the application for Zoning Administrator adjustment to allow 20 ft. lot width, at the midpoint of the proposed rear lot, in lieu of the required 70 ft. minimum lot width, the Planning, Land Use and Mobility Committee hereby finds that:

- 1) WHEREAS, based on the Preliminary Parcel Map, dated 4/20/23, provided by the applicant as part of the application, the proposed lot split does not involve a parcel landlocked by topography; and,
- 2) WHEREAS, the Preliminary Parcel Map, dated 4/20/23, provided by the applicant as part of the application, shows 2 lots conforming to zoning regulations for square footage. However, the rear flag lot is 20 ft. wide at the midpoint and thus does not conform to the lot width requirement of minimum 70 feet at the midpoint for RA-1 zoned parcels as defined by Los Angeles Municipal Code (LAMC) Article 2, Sections 12.03 (lot width definition) and 12.07. C. 4, (“RA” Suburban Zone Standards minimum width requirement); and,
- 3) WHEREAS, the proposed lot split and subsequent development can impinge on the animal keeping privileges of adjoining property owners authorized by the RA-1 zoning regulations, and thus deprive owners of the value of the RA-1 zoning which they chose; and,
- 4) WHEREAS, the proposed lot split will result in a nonconforming flag lot increasing the density, in a very low density residential community as designated by the General Plan, and thus deprive Walnut Acres owners of the value of the RA-1 zoning; and,
- 5) WHEREAS, the proposed lot split and nonconforming flag lot will potentially create privacy issues and conflicts with adjoining residents, and will potentially depreciate the value of adjoining properties; and,
- 6) WHEREAS, flag lots change the character of the Walnut Acres community and have the potential to

destroy the character and semi-rural atmosphere of the entire Walnut Acres RA-1 zoned community thus depriving Walnut Acres owners of the value of the RA-1 zoning; and,

- 7) WHEREAS, the CD3 Council Office and the South Valley Area Planning Commission have opposed lot splits in the neighborhood in the past, and there have been no new lot splits approved in Walnut Acres since 2006; and,
- 8) WHEREAS, most existing flag lots in the Walnut Acres community pre-date and do not comply with the current regulations, and according to City Planning may not be developable because they cannot meet current fire regulations, and thus set no precedent for these applications, and,
- 9) WHEREAS, due to the numerous negative impacts of flag lots on the Walnut Acres community, and especially on the five properties adjoining the project site, an adjustment of the width of the proposed rear lot from 70 ft. to 20 ft., at the midpoint, creating a nonconforming flag lot, is not warranted; and,
- 10) WHEREAS, a title search for the property reveals a Grant Deed that restricts further subdivision of the property without written permission of the Grantors; and,
- 11) WHEREAS, according to the SB 9 Fact Sheet, issued by California Department of Housing and Community Development, dated March 2022, parcels located in agricultural zones, thus RA-1 zoned properties, are not subject to SB 9 mandates.

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein above, finds that the application for subdivision of an RA-1 zoned parcel at 23139 Collins Street into two lots creating a flag lot, and the application for Zoning Administrator adjustment for midpoint lot width nonconformance **not receive** the support of the Board of the Woodland Hills-Warner Center Neighborhood Council.

AND FURTHERMORE, 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 **not support** these applications as presented to the WHWCNC Board on Oct. 11, 2023.

Item No. 5

Public Safety and Transportation, Rachel Tabak, Chair

(23-062) Motion to Support Recommendations Proffered by the Councilmember's Office to Caltrans

For discussion and possible action:

(10 minutes)

Traffic safety has long been a concern on State Highway 27 / Topanga Canyon Blvd. While traffic studies and piecemeal safety improvements have been proposed and/or implemented by the Los Angeles Department of Transportation and the Warner Center Neighborhood Protection Plan Committee (a subcommittee of the Warner Center 2035 Plan Implementation Board), many of proposals/implementation pause at Topanga Canyon Blvd. because it falls under the jurisdiction of the California Department of Transportation (Caltrans).

Councilmember Blumenfield’s Office – specifically the Councilmember’s Legislative Director Jeff Jacobberger, and Woodland Hills Field Deputy/Land Use Planning Deputy Seth Samuels – have been working with the Los Angeles Department of Transportation, State Senator Henry Stern’s Office, and State Assemblymember Jesse Gabriel’s Office to coordinate a meeting with Caltrans to review and (hopefully) implement the proposed traffic safety improvements on Topanga Canyon Blvd.

WE, the Public Safety Committee of the Woodland Hills Warner Center Neighborhood Council, THEREFORE MOVE to bolster the following recommendations proffered by the Councilmember’s Office to Caltrans:

General Requests:

1. Reassess the need for, and hours of, peak hour lanes.
 - a. Peak-hour lanes in both directions in both AM and PM? Do they need to run from 7a-10a and then again from 3p-7p? Do we need them on Saturdays? If parking was allowed from 9a-4p (instead of 10a-3p) and on Saturdays, would that help the businesses on Topanga Canyon Blvd? Caltrans and/or LADOT should have traffic counts to help make this determination.
2. Change the parking time limit from 1 hour to 2 hours.
 - a. 1 hour is way too short. It discourages people from parking there; less people parking means that the curb lane becomes a raceway even during the non-peak hours.
3. Upgrade all curb ramps to fully ADA-compliant ramps; and repair all broken sidewalks
4. Plant lots of street trees
 - a. There is a need to reassess the species of trees that are planted in the public right-of-way
5. Relocate Metro Line 150 and LADOT bus stops as needed.
6. Taking TCB Out of the State Highway Network (at least a portion of it)

Location-Specific Requests:

1. at Sherman Way: There is a short gap in the Sherman Way bike lanes at Topanga Canyon Blvd.
2. at Gault: signalize the crosswalk at OLV Catholic Church and potentially install a mid-block refuge island.
3. at Hart/Bell Creek: the City's long-range plan calls for creating biking/walk paths on all our waterways, including Bell Creek, so it may make sense to add a signalized ped/bike crossing.
4. at Vanowen: it does not look like the sidewalk on the west side of TCB alongside the AT&T Building is ADA-compliant.
 - a. Get an access agreement from AT&T if needed and create a minimum 5 foot-wide sidewalk along this section.
5. b/w Oxnard St. / Burbank Blvd.: in the southbound direction (at least on weekends), people race down the curb peak hour lane from Oxnard, and then have to cut in because there are always cars parked once you get closer to Burbank.

Roll Call Vote

Item No. 6

Public Health and Homelessness Committee, Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs

(23-063) Motion to approve \$2,000 for a Neighborhood Purpose Grant for the West Valley Food Pantry

For discussion and possible action:

(10 minutes)

Motion to approve \$2,000 for a Neighborhood Purpose grant for the West Valley Food Pantry . The West Valley Food Pantry currently feeds approximately 700 families a week. Due to inflationary costs of food, housing, utilities, medication, and numerous other expenses, its numbers are on the rise. As it endeavors to feed the hungry in our community, it has asked the Woodland Hills Warner Center Neighborhood Council for financial support to help it do just that. The money received from this grant would go directly to the purchase of food and necessities for its seniors, families with school age children, and the homeless. The funding will come from the NPG line item as approved by the board in the 2023-2023 Administrative Packet.

For further information see:

<https://www.westvalleyfoodpantry.org> The West Valley Food Pantry works to end hunger in the San Fernando Valley. We do this by providing food and supportive services for individuals and families in need. Open Monday – Thursday 9:00am - 12:00pm, Friday 9:30am - 12:00pm

[See posted Support documents](#)

[Roll Call Vote](#)

Item No. 7

Public Health and Homelessness Committee, Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs

(23-064) Motion to approve \$1,500 for a Neighborhood Purpose Grant for The Foundation for Pierce College

For discussion and possible action:

(10 minutes)

Motion to approve \$1,500 for a Neighborhood Purpose Grant for The Foundation for Pierce College Basic Needs program. The program currently serves over 900 students. The Foundation provides college students with direct food supplies, housing support, as well as other resources such as scholarships as needed by individual students. The foundation is assisting the **Brahma Bodega** as it provides a store shopping experience for its students within the campus bodega. Students are welcome to shop and take basic goods such as prepared meals, snacks, and beverages. Students are treated with dignity and respect when shopping at the bodega. It is requesting a donation to the general fund for the benefit of the students in need. See <https://www.lapc.edu>. The funding will come from the NPG line item as approved by the board in the 2023-2023 Administrative Packet.

[See posted Support documents](#)

[Roll Call Vote](#)

Item No. 8

Environmental Sustainability and Beautification Committee, Karen DiBiase, Chair

(23-065) Motion for the board to approve funding up to \$300.00 to purchase a Heavy Duty Folding Portable Steel Cart/Wagon

For discussion and possible action:

(5 minutes)

Motion for the board to approve funding up to \$300.00 to purchase a Heavy Duty Folding Portable Steel Cart/Wagon, or similar, for use during “First Saturday” clean-ups and other NC cleanup projects. Many streets

are littered with trash, overgrown weeds and brush. The NC participates with the community in cleanups to provide a more safe and beautiful environment. The funding will come from the Environmental Committee Budget line item (\$1,000) as approved by the board in the 2023-2023 Administrative Packet.

Item No. 9

Community Outreach, Chris Waddy and Tracey Rosen, Co-Chairs

(23-066) Motion for the Board to Approve Participation in Broomstick Bash (no cost)

For discussion and possible action: (5 minutes)

Motion to have a table at the 2023 Woodland Hills Recreation Center's Broomstick Bash. (See flyer attached). In the past, The Woodland Hills Warner Center Neighborhood Council has participated at the Halloween party (Broomstick Bash) hosted by The Woodland Hills Recreation Center. This is a free event open to the public. It is a great way to connect with the families of Woodland Hills. The Broomstick Bash is back and The Rec Center is looking for the Neighborhood Council to support the event by having The Neighborhood Council's presence. The Neighborhood Council's participation would come at no cost to the NC.

[See posted Support document](#)

Roll Call Vote

Item No. 10

Community Outreach, Chris Waddy and Tracey Rosen, Co-Chairs

(23-067) Motion for the board to create a Woodland Hills Warner Center Neighborhood Council YouTube Channel.

For discussion and possible action: (10 minutes)

The Neighborhood Council will use YouTube (along with other forms of media) to promote neighborhood council membership, attendance at meetings, promotion of approved and authorized neighborhood council events, and inform the community about the services and resources available. A YouTube channel makes it easy to share information across all digital platforms i.e., the website, Instagram, and Facebook. According to The BONC Digital Communications Policy 6.3.” The establishment or closure of a Neighborhood Council Digital Communications account must be approved by official action of the neighborhood council.” The motion passed 6 yes 0 no 0 abstain on September 25, 2023.

Roll Call Vote

2. **Committee Reports,** (10 minutes)

- Budget Committee – Heath Kline, Chair
- Community Services Committee – Joyce Fletcher, Chair
- Community Outreach Committee –Chris Waddy and Tracey Rosen, Co-Chairs
- Education and Youth Committee – Julie Waltrip, Chair
- Environmental & Beautification Committee – Karen DiBiase, Chair
- Governance Committee – Dena Weiss, Chair

Public Health and Homelessness Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs
Public Safety and Transportation –Rachel Tabak, Chair
PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs
WHIP Committee – August Steurer and Heath Kline, Co-Chairs
Ad-hoc Committee – Flight Path and Noise Advisory Committee, Martin Lipkin, Chair

a. **Area Reports** (5 minutes)

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
Area 2 - Paul Lawler
Area 3 – Tracey Rosen
Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Rachel Tabak
Area 5 – Christopher Waddy, Julie Waltrip, Theresa Campbell
Area 6 –Mihran Kalaydjian, Heath Kline
Area 7 – Lillian / Joyce Fletcher

Adjournment of Meeting

The next Regular Board meeting will be held in person on **November 8, 2023**, once more at the Firestation # 84, unless otherwise indicated. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for the 2023 -2024 year: Full Board meetings are held the second Wednesday of every month at 6:30 p.m. 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.

*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, or other auxiliary aids and/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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@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, if available, related to an item on the agenda, please contact the President and / or Dena Weiss, at email address d.weiss@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 Dena Weiss al d.weiss@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.