

Certified Local Government Program -- 2023-2024 Annual Report

(Reporting period is from October 1, 2023, through September 30, 2024)

INSTRUCTIONS: This is a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to info.calshpo@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

City of West Hollywood

Report Prepared by: Antonio Castillo

Date of commission/board review: March 10, 2025

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. Are you considering amending or revising your certified ordinance this year?

REMINDER: Pursuant to the *CLG Agreement*, the Office of Historic Preservation (OHP) must have the opportunity to review and comment on ordinance changes prior to adoption. Please communicate directly with the OHP Local Government Unit staff to coordinate the review. Changes that do not meet the CLG requirements could affect certification status.

RESPONSE: No amendments or revisions were made to the ordinance during the reporting period.

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2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.

RESPONSE: Historic preservation subject matters are overseen by the Cultural Heritage Preservation Ordinance (Chapter 19.58 of the West Hollywood Municipal Code), available at the following URL: [City of West Hollywood, CA CULTURAL HERITAGE PRESERVATION](#).

B. New Local Landmark Designations (Comprehensive list of properties/districts designated during the reporting.

1. During the reporting period, October 1, 2023 – September 30, 2024, what properties/districts have been locally designated?

RESPONSE: No properties or districts were designated during this reporting period.

Reminder: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

RESPONSE: No properties or districts were de-designated during this reporting period.

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? ☐ No
☒ Yes, in a separate historic preservation element. ☐ Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element.

RESPONSE: The Historic Preservation element of the City of West Hollywood’s General Plan can be found at: <https://www.weho.org/home/showpublisheddocument/7935/635229037960770000>

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D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

☐ All projects subject to design review go the commission.

☒ Some projects are reviewed at the staff level without commission review.

What is the threshold between staff-only review and full-commission review?

RESPONSE: Community Development Director: Certificates of Appropriateness are issued at the staff level when a project is determined to be minor in scope. Pursuant to Chapter 19.58.100 of the West Hollywood Municipal Code, staff-level review may also occur for projects related to minor architectural elements and details, paint or other colorings or finishes, minor site improvements, signage, maintenance, and ordinary repair. The Code states that minor changes or modifications to existing Certificates of Appropriateness may be approved at the staff level by the Director, even if they were not the approving body. The Director may refer any application for a Certificate of Appropriateness to the Historic Preservation Commission (HPC) and may also require that the proposed work be reviewed by a historic preservation consultant. At the staff level, design review is provided by the assigned Planner, who offers feedback and guidance to applicants during all stages of the application process. Staff-level Certificates of Appropriateness are administered by the Director or their designee.

Commission: The HPC performs design review and issues Certificates of Appropriateness for projects not considered to be minor in scope, as defined above. The HPC also reviews requests for Certificates of Appropriateness that have been referred by the Director. Occasionally, some projects are also reviewed by the Planning Commission (PC), including applications for rehabilitation incentives that involve adaptive reuse. In such cases, the PC considers the HPC's recommendation, if any, regarding the request.

2. California Environmental Quality Act (CEQA)

- Explain the historic preservation staff and commission role in *providing input* to CEQA documents prepared for or by the local government.
- Explain the staff and commission role in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government.

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RESPONSE: Every requested discretionary permit is initially reviewed by staff pursuant to Section 15064.5 of the CEQA Guidelines: "Determining the Significance of Impacts to Archeological and Historical Resources." HPC has the authority to provide comments on environmental documents per CEQA that consider historical properties or affect cultural resources. Regardless of whether the project is approved by staff, the Historic Preservation Commission, Planning Commission, or City Council, a finding regarding CEQA is included in all discretionary approvals or adopted resolutions.

3. Section 106 of the National Historic Preservation Act

- Explain the staff and commission role in *providing input* to Section 106 documents prepared for, or by, the local government.
- Explain the staff and commission role in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government?

RESPONSE: The City did not prepare any Section 106 documents during this reporting period. When such review is needed, staff and the Historic Preservation Commission will provide input on Section 106 documents that are prepared for or by the City in conformance with the standards and regulations articulated in the Advisory Council for Historic Preservation, 36 C.F.R. Part 800.

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Zvi, Amy Vice Chair	Arts	3/1/2023	2/28/2025	
Davidson, Lola	Nonprofit	5/20/2019	2/28/2025	

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Sotsky, Jacob	Planning	3/1/2021	2/28/2025	
Ostergren, Gail	History	7/20/2009	2/28/2025	
King, Michael	Business Consultant	3/1/2021	2/28/2025	
Dubin, Matthew	Arts	5/20/2019	2/28/2025	
Charlie, Yawar Chair	Real Estate	3/1/2023	2/28/2025	

Attach resumes and Statement of Professional Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications have not been met and how professional expertise is otherwise being provided.
2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled?

RESPONSE: One member of the Historic Preservation Commission is a qualified professional, and all positions are currently filled. Professional expertise is provided by the remaining commissioners through their experience in everyday practice of their trade and through staff and City Council support.

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? ☒ Yes ☐ No
2. If not, please provide the Commission staff member's contact information.
3. If the position(s) is not currently filled, why is there a vacancy?

Name/Title	Discipline	Dept. Affiliation	Email Address
Vu, Doug	Senior Planner/HPC Liaison/CLG Coordinator	City Planning	dvu@weho.org
Gonzales, Gabriele	Admin. Specialist III/ HPC Secretary	Administration	ggonzales@weho.org
Castillo, Antonio	Senior Planner	City Planning	acastillo@weho.org
Conley, Kasey	Associate Planner	City Planning	kconley@weho.org

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Attach resumes and Statement of Professional Qualifications forms for staff.

C. Attendance Record

Please complete the commission meeting attendance chart for each commissioner and staff member. Commissions are required to meet a minimum of four times a year. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Zvi, Amy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/
Davidson, Lola	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/
Sotsky, Jacob	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	/
Ostergren, Gail	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/
King, Michael	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/
Dubin, Matthew	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	/
Charlie, Yawar	<input type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	/
Gonzales, Gabriele (Acting Secretary)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/
Vu, Doug	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/	/	<input checked="" type="checkbox"/>	/	/	/	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	/

/ = No meeting

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D. Training Received

Please indicate the specific training each commissioner received last year.

Reminder: It is a CLG requirement that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
Gail Ostergren, Commissioner	Conference	4-day	California Preservation Foundation (CPF)	05/29/24 – 06/01/24
	Early 20 th Century Architecture: Looking to the Past and Future	1-day	National Alliance of Preservation Commissions (NAPC)	12/14/23
	ABCs of Historic Designation pt. 2: Local designation	1-day	NAPC	01/11/24
	History in Danger: Community-Led Responses to Preserving AAPI Heritage Sites	1-day	Advisory Council on Historic Preservation	03/26/24
	PastForward Online Symposium: Climate Change and Buildings	1-day	National Trust for Historic Preservation (NTHP)	04/03/24
	PastForward Online Symposium: Climate Action in Practice	1-day	NTHP	04/03/24
	People + Places: The Way Ahead for Wayfarers Chapel	1-day	Los Angeles Conservancy	09/18/24
Kasey Conley, Staff	Conference	4-day	CPF	05/29/24 – 06/01/24
Antonio Castillo, Staff	Conference	4-day	CPF	05/29/24 – 06/01/24
	Historic Review, Ordinances, Districts - 3-part Bootcamp Series webinar	3-day	CPF	03/21/25 & 04/04/24 & 05/02/24
	Preservation Technology - The Three Gs: GRFG, GRFC, and GRFP	1-day	CPF	06/20/24

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	Protecting Visual Storytelling: Strategies for Mural Documentation and Preservation	1-day	CPF	07/17/24
	Conference	3-day	Latinos in Heritage Conservation	07/08/24 – 07/10/24
	Historic Districts Explained: Understanding Designations, Diversity, and Current Challenges - 2-part Series webinar	2-day	CPF	09/12/24 & 09/19/24

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by the OHP)

Reminder: California CLG procedures require CLGs to submit survey results, including historic contexts, to the OHP. If you have not done so, submit an electronic copy or link if available online with this report.

Context Name	Description	How it is Being Used	Date Submitted to the OHP
Citywide Multi-Family Residential	Citywide Multi-Family Districts	Final draft underway and used to inform historic resources survey	Underway
R1 Single-Family Residential	R1 Zoning Districts	Final draft underway and used to inform historic resources survey	Underway

B. New Surveys or Survey Updates (excluding those funded by the OHP)

Note: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

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Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to the OHP
R2, R3, R4 Multi-Family Historic Resources Survey Update	Yes	Reconnaissance	1.9	2000+	Final Draft Underway	Underway
R1A and R1C Residential Historic Resources Survey	Yes	Reconnaissance	N/A	54	Final Draft Underway	Underway

Explain how you are using the survey data:

RESPONSE: The survey data have been important tools for the City to facilitate the rehabilitation of significant historic and cultural resources and protect them from demolition and incompatible alteration. These surveys provide the information needed to make informed planning decisions, prioritize preservation planning goals and objectives, develop and implement land use policies, perform environmental reviews pursuant to the California Environmental Quality Act, and educate the public about the built environment as a tangible reminder of the community's history. The surveys also further the City's economic development goals and policies by providing opportunities for businesses and professional groups to incorporate cultural resources into their promotions of business and heritage tourism.

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

Has your CLG undertaken any public outreach, training, or publications programs this year? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to the OHP.

RESPONSE: Outside of the monthly Historic Preservation Commission meetings and day-to-day public interactions, no public outreach, trainings, or publication programs were undertaken during this reporting period.

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V. ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2023 – September 30, 2024) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. This includes the National Register, California Register, California Historical Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Citywide Multi-Family Residential Districts	102 (final survey is underway)

A. Local Register (i.e., Local Landmarks and Historic Districts) Program

- During the reporting period (October 1, 2023 – September 30, 2024) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? ☒ Yes ☐ No
- If yes, how many properties have been added to your register or designated during the reporting period?

RESPONSE: None

B. Local Property Tax Incentive Program

- During the reporting period (October 1, 2023 – September 30, 2024) did you have a Mills Act program? ☒ Yes ☐ No
- If yes, how many properties entered into a contract during the reporting period?

Name of Program	Number of Properties Added During 2023-2024	Total Number of Properties Benefiting From Program
Mills Act Program	1017 N. Hancock Ave. was added to the Mills Act program during the reporting period.	38

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C. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2023 – September 30, 2024) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? ☐Yes ☒No
2. If yes, how many properties have been assisted under the program(s) during the reporting period?

D. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2023 – September 30, 2024) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? ☒ Yes ☐ No
2. If yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) during the reporting period?

RESPONSE: 32 properties were reviewed for compliance during this reporting period.

E. Local Property Acquisition Program

1. During the reporting period (October 1, 2023 – September 30, 2024) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? ☐Yes ☒ No
2. If the answer is yes, then how many properties have been assisted under the program(s) during the reporting period?

VI. IN ADDITION TO THE MINIMUM CLG REQUIREMENT THE OHP IS INTERESTED IN YOUR TRAINING NEEDS

In years past, the OHP sponsored a series of free CAMP trainings from the National Alliance of Preservation Commissions (NAPC). Would you be interested in attending future CAMP trainings funded by the OHP?

RESPONSE: Yes, our staff and Commissioners would be interested in more trainings.

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The OHP has also hosted training workshops and webinars of our own, and we plan to do so again in the coming year and beyond. What are some topics you would like to see covered in these trainings?

RESPONSE: Trainings for the application of the Secretary of the Interior's Standards, Section 106 Review, outreach best practices, and how to use public research resources for future designations.

XII Attachments (electronic)

- ☒ Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- ☒ Minutes of commission meetings
- ☐ Drafts of proposed changes to the ordinance
- ☐ Drafts of proposed changes to the General Plan
- ☐ Public outreach publications

Email to: info.calshpo@parks.ca.gov

Certified Local Government Professional Qualifications (36 CFR Part 61):
History Professional Qualifications

Local Government West Hollywood

Name Gail Ostergren Commissioner ☒ Staff ☐
(Name of Commissioner or Staff)

Date of Appointment: 06/27/2009 Date Term Expires: 02/28/2025

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

☒ MA or PhD in History

or

☐ MA/MS or PhD in CRF

(specify field)

Alternative B1

☐ BA in History

or

☐ BA in CRF

(specify field)

and

- ☐ Two years full-time experience in history (check appropriate boxes below and attach explanation and dates)
- ____ research
- ____ writing
- ____ teaching
- ____ interpretation
- ____ other (specify) _____

- ☐ With a professional institution

(specify institution)

- ____ academic institution
- ____ historical org./agency
- ____ museum
- ____ other (specify) _____

Alternative B2

☐ BA in History

or

☐ BA in CRF

(specify field)

and

- ☐ Substantial contribution through research and publication to body of scholarly knowledge in history (attach explanation)

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Charlie Yawar

Date of Appointment: 3/1/2023

Date Term Expires: 2/28/25

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Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Lola Davidson

Date of Appointment: 3/18/19

Date Term Expires: 2/28/25

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Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Matt Dubin

Date of Appointment: 6/24/19

Date Term Expires: 2/28/25

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Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Michael King

Date of Appointment: 3/3/21

Date Term Expires: 2/28/25

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At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Amy Zvi

Date of Appointment: 3/1/2023

Date Term Expires: 2/28/25

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of West Hollywood

Name of Commissioner Jacob Sotsky

Date of Appointment: 3/3/21

Date Term Expires: 2/28/25

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

 Yes

 X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Certified Local Government Professional Qualifications (36 CFR Part 61):
History Professional Qualifications

Local Government City of West Hollywood

Name Doug Vu Commissioner ☐ Staff ☒
(Name of Commissioner or Staff)

Date of Appointment: _____ Date Term Expires: _____

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

☐ MA or PhD in History

or

☒ MA/MS or PhD in CRF
Master of Urban and Regional Planning
(specify field)

Alternative B1

☐ BA in History

or

☐ BA in CRF

(specify field)

and

- ☐ Two years full-time experience in history (check appropriate boxes below and attach explanation and dates)
____ research
____ writing
____ teaching
____ interpretation
____ other (specify) _____

- ☐ With a professional institution

(specify institution)
____ academic institution
____ historical org./agency
____ museum
____ other (specify) _____

Alternative B2

☐ BA in History

or

☐ BA in CRF

(specify field)

and

- ☐ Substantial contribution through research and publication to body of scholarly knowledge in history (attach explanation)

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related.

Certified Local Government Professional Qualifications (36 CFR Part 61):
History Professional Qualifications

Local Government City of West Hollywood

Name Antonio Castillo Commissioner ☐ Staff ☒
(Name of Commissioner or Staff)

Date of Appointment: _____ Date Term Expires: _____

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

☐ MA or PhD in History

or

☐ MA/MS or PhD in CRF

(specify field)

Alternative B1

☐ BA in History

or

☒ BA in CRF

Urban and Regional Planning

(specify field)

and

- ☒ Two years full-time experience in history (check appropriate boxes below and attach explanation and dates)
- ____ research
- ____ writing
- ____ teaching
- ____ interpretation
- ____ other (specify) _____

- ☒ With a professional institution

California Preservation Foundation, Board Member

(specify institution)

____ academic institution

☒ historical org./agency

____ museum

____ other (specify) _____

Alternative B2

☐ BA in History

or

☐ BA in CRF

(specify field)

and

- ☐ Substantial contribution through research and publication to body of scholarly knowledge in history (attach explanation)

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related.

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architectural History Professional Qualifications

Local Government City of West Hollywood

Name Kasey Conley Commissioner ☐ Staff ☒
(Name of Commissioner or Staff)

Date of Appointment: _____ Date Term Expires: _____

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

☐ MA or PhD in Architectural History

or

☒ MA/MS or PhD in Art History, Historic Preservation or CRF
Heritage Conservation
(specify field)

and

☒ Coursework in American Architectural History (list courses or attach listing)
History of American Architecture and Urbanism
Introduction to Historic Site Documentation
Heritage Conservation Policy and Planning
Introduction to Historic Site Documentation
Conservation Methods and Materials

Alternative B1

☐ BA in Architectural History

or

☐ BA in Art History, Historic Preservation or CRF
(specify field)

and

☐ Two years full-time experience in American architectural history or restoration (check appropriate boxes below and attach explanation and dates)

☐ With a professional institution
(specify institution)
____ academic institution
____ historical org./agency
____ museum
____ other (specify) _____

Alternative B2

☐ BA in Architectural History

or

☐ BA in Art History, Historic Preservation or CRF
(specify field)

and

☐ Substantial contribution through research and publication to body of scholarly knowledge in American architectural history (attach explanation)

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related. In addition, note that Alternative A requires the advanced degree in architectural history or a closely related field and coursework in American architectural history. Alternatives B1 and B2 require the work experience or publications (in lieu of a graduate degree) to be in American architectural history.



**HISTORIC PRESERVATION COMMISSION
DRAFT SUMMARY ACTION MINUTES
Meeting
October 23, 2023**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Sotsky called the meeting of Historic Preservation Commission to order at 7:00 p.m.

2. **PLEDGE OF ALLEGIANCE:** Chair Sotsky led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: Davidson, Dubin, King, Zvi, Vice Chair Ostergren, Chair Sotsky.

Commissioners Absent: *Charlie.

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison, Roger Rath, Associate Planner, and Gabriele Gonzales, Acting Commission Secretary.

4. **SPECIAL ORDER OF BUSINESS:**

Assistant City Clerk Morales stated for the record, *Commissioner Charlie would accept a nomination and accept the position of Chair or Vice-Chair if elected.

A. **ELECTION OF CHAIR**

Chair Sotsky nominated Gail Ostergren as Chair to the Historic Preservation Commission.

Seconded by Commissioner King.

ACTION: Elect Gail Ostergren as Chair of the Historic Preservation Commission for a term through June 30, 2024. **Nominated by Chair Sotsky, seconded by Commissioner King and passes on a Roll Call vote:**

AYES: Davidson, Dubin, King, Zvi, Vice-Chair Ostergren, Chair Sotsky.

NAYES: None.

ABSENT: Charlie.

B. ELECTION OF VICE CHAIR.

Commissioner Dubin nominated Yawar Charlie as Vice-Chair to the Historic Preservation Commission.

Seconded by Commissioner Davidson.

ACTION: Elect Yawar Charlie as Vice-Chair of the Historic Preservation Commission for a term through June 30, 2024. **Nominated by Commissioner Dubin, seconded by Commissioner Davidson and passes on a Roll Call vote:**

AYES: Davidson, Dubin, King, Zvi, Sotsky, Chair Ostergren.

NAYES: None.

ABSENT: *Charlie; noting his acceptance and Aye vote accepting the Vice-Chair position as read into the record by Assistant City Clerk Morales.

5. APPROVAL OF AGENDA.

ACTION: Approve the Historic Preservation Commission agenda of Monday, October 23, 2023 as presented. **Moved by Chair Ostergren, seconded by Commissioner Sotsky and unanimously passes.**

6. APPROVAL OF MINUTES.

A. June 27, 2023

Acting Secretary Gonzales read into the record the following amendments:

pages 2, 3, 5, 7:

~~Viktor~~ Victor Omelczenko

page 5:

David ~~Reed~~ Reid

page 5,6:

~~Chair Sotsky read the names of the 15 citizen position slips in support of Item 10.B.~~

THE FOLLOWING PEOPLE CHOSE NOT TO SPEAK BUT ARE IN SUPPORT OF ITEM 10.B. REGARDING THE CULTURAL RESOURCE DESIGNATION:

MICHAEL ABRAHAMSON, WEST HOLLYWOOD; LAURA BOCCALETTI, WEST HOLLYWOOD; MICHAEL CARTER, WEST HOLLYWOOD; GARY DAHLE, WEST HOLLYWOOD; CHERYL DENT, WEST HOLLYWOOD; CONNER FISCHER, WEST HOLLYWOOD; WENDY GOLDMAN, WEST HOLLYWOOD; SALLY HENLEY, WEST HOLLYWOOD; EDYTH MAGOUN, WEST HOLLYWOOD; JACOB PEDERSON, WEST HOLLYWOOD; STEVE WEINSTEIN, WEST HOLLYWOOD; CHRISTOPHER XIMENEZ, WEST HOLLYWOOD; GEORGE CREDLE, WEST HOLLYWOOD; ROY OLDENKAMP, WEST HOLLYWOOD; AND KEVIN BURTON, WEST HOLLYWOOD

page 5

Commissioner King recommended staff amend the following sentence for grammatical clarification: *“Doug Vu stated a total of three site visits and five commissioners attended.”*

Staff made the following clarification: “Doug Vu stated there were a total of three site visits and five commissioners attended.”

Page 6:

Commissioner King stated the following paragraph should reflect his intentions: “Commissioner King spoke about his personal experience visiting Great Hall/Long Hall for the first time ~~and the importance of this nomination, his support for a commemorative plaque, and request for urgently needed funds to maintain and repair the buildings~~ when the building was first named and added to the National Register.”

Page 3:

Chair Ostergren suggested adding the following: “JOHN LOCASCIO, Consulting Architect, Historic Resources Group, provided a historic overview of The Roxy and Rainbow Bar and Grill and how the new signs will be structurally independent and will not damage or destroy historic features of the two structures, while meeting the Secretary of the Interior’s Standards for Rehabilitation.

page 6:

“Vice-Chair Ostergren spoke about her personal experience regarding the designation of Great Hall/Long Hall beginning in 2009, and her support for these expansive designations.”

Page 7:

STEPHANIE HARKER, WEST HOLLYWOOD, suggested making the Historic Preservation Commission a quasi-judicial body and referenced Bruce K Kaye who was on the commission and has passed.

VICTOR OMELCZENKO, WEST HOLLYWOOD, spoke on behalf of the West Hollywood Preservation Alliance, expressed interest in the Historic Preservation Commission acting as a quasi-judicial body, mentioned two items going to City Council for 7900-7906 Santa Monica Boulevard and the appeal of Temple ~~Bethel~~ Beth El Synagogue on Crescent Heights.

LYNN RUSSELL, WEST HOLLYWOOD, reiterated the upcoming appeal of Temple ~~Bethel~~ Beth El Synagogue

ACTION: Approve the minutes of Monday, June 27, 2023 as amended. **Moved by Chair Sotsky, seconded by Commissioner Dubin and passes, noting Vice-Chair Charlie absent.**

B. August 28, 2023

ACTION: Approve the minutes of Monday, August 28, 2023 as presented. **Moved by Commissioner Sotsky, seconded by Commissioner Zvi and passes, noting Chair Ostergren abstaining and Vice-Chair Charlie absent.**

7. PUBLIC COMMENT.

LYNN RUSSELL, WEST HOLLYWOOD, spoke regarding continuance procedures. She suggested a possible training for staff and commissioners to help clarify proper procedures and policies.

8. CONSENT CALENDAR. None.

9. EXCLUDED CONSENT CALENDAR. None

10. PUBLIC HEARINGS.

A. 1017 N. HANCOCK AVENUE:

Roger Rath, Associate Planner provided a presentation, as presented in the staff report dated October 23, 2023. He stated the request is to provide a recommendation to the City Council on the request for a Mills Act contract for the cultural resource.

He provided background information on the property and detailed the rehabilitation incentives, and clarified the Mills Act contract, application, and procedures.

The commission requested clarification regarding the garage as stated in the architectural report which references the character defining feature, tax assessors' calculation for the Mills Act, the garage not being cited in the contract, various work plan strategies, certificate of appropriateness, and the inspection report.

There were no public comments.

ACTION: Close public comment portion of the public hearing for Item 10.A.
Motion carried by consensus of the commission.

The commission requested further clarification regarding the design of the driveway, seismic retrofitting, drainage, and work plan prioritization.

The commission stated their support for the Mills Act contract.

It was suggested a line item be added to carry out the seismic retrofitting once they have a workplan.

They discussed if the drainage completion time should be changed on the workplan, and then recommended the seismic retrofit and drainage be prioritized.

Commissioner Dubin moved to: 1) Approve staff's recommendation for approval to the City Council with the recommended amendments.

Seconded by Commissioner King.

ACTION: 1) Recommend to the City Council approval of a Mills Act Contract for 1017 N. Hancock Avenue as amended: a) seismic retrofitting and drainage shall be simultaneously completed. **Motion by Commissioner Dubin, seconded by Commissioner King and passes, noting Vice-Chair Charlie absent.**

11. NEW BUSINESS: None.

12. UNFINISHED BUSINESS. None.

13. ITEMS FROM STAFF.

A. Planning Staff Update.

Dou Vu, Senior Planner/HPC Liaison provided an update provided an update of tentative items scheduled for upcoming Historic Preservation Commission meetings.

He confirmed the meeting on Monday, December 25, 2023 will be officially cancelled.

14. PUBLIC COMMENT:

CATHY BLAIVIS, WEST HOLLYWOOD, congratulated Chair Ostergren on her election as Chair and thanked Commissioner Sotsky for his service as preceding Chair. She spoke regarding tracking Mills Act properties, enforcement, following guidelines and maintenance.

15. ITEMS FROM COMMISSIONERS:

Commissioner Dubin thanked Commissioner Sotsky for his past year as Chair, and congratulated Chair Ostergren. He questioned if plaques for non-Mills Act designated properties could be agendaized for discussion at a future meeting. He requested an update on the French Market, Robertson Lane, and other projects, and spoke regarding accessible and educational information regarding Mills Act contract listings, enforcement, and inspections.

Commissioner Sotsky thanked everyone for their support when he was Chair and congratulated incoming Chair Ostergren. He questioned if staff could agendaize an update regarding Temple Beth El to clarify if it falls under purview of the Historic Preservation Commission or if it is unsubstantiated.

Commissioner King thanked Commissioner Sotsky for his service as Chair during the past year, and congratulated incoming Chair Ostergren and Vice Chair Charlie. He questioned if staff could agendaize a clarification on the process to avoid future confusion, as what had occurred with Temple Beth El, for similar buildings in the future. He spoke regarding accessible and educational information regarding Mills Act contract listings, enforcement, and inspections. He questioned if staff could agendaize a discussion item and bring forth a resolution at the next meeting encouraging City Council and all city departments to create a living history of West Hollywood for the 40th anniversary of the City of West Hollywood.

Commissioner Davidson thanked Commissioner Sotsky for his service as Chair during the past year, and congratulated incoming Chair Ostergren and Vice Chair Charlie.

Chair Ostergren thanked Commissioner Sotsky for his service as Chair during the past year. She questioned if staff could provide an update at a future meeting clarifying the situation at the Lotus Apartments in terms of compliance and monitoring and spoke regarding accessible and educational information regarding Mills Act contract listings, enforcement, and inspections. She had concerns with and requested clarification regarding commission minutes practices and procedures.

Assistant City Clerk Morales stated she will report back with clarification regarding official preparation of minutes.

ADJOURNMENT. The Historic Preservation Commission adjourned at 8:58 p.m. to a regularly scheduled meeting on Monday November 27, 2023, beginning at 7:00 p.m. until completion at Plummer Park, Rooms 5 & 6, West Hollywood, California.
Motion carried by consensus of the Commission.

Historic Preservation Commission Minutes
October 23, 2023
Page 7 of 7

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 27th day of November 2023 by the following vote:

AYES: Commissioner: Davidson, Dubin, King, Sotsky, Zvi, Ostergren

NOES: Commissioner:

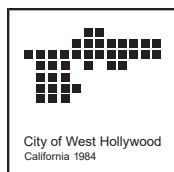
ABSENT: Commissioner:

ABSTAIN: Commissioner: Charlie

DocuSigned by:
Gail Ostergren, HPL
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GAIL OSTERGREN, CHAIRPERSON

ATTEST:

DocuSigned by:
Doug Vu
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DOUG VU, COMMISSION LIAISON



**HISTORIC PRESERVATION COMMISSION
DRAFT SUMMARY ACTION MINUTES
Meeting
November 27, 2023**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Historic Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Ostergren called the meeting of Historic Preservation Commission to order at 7:02 p.m.

2. **PLEDGE OF ALLEGIANCE:** Commissioner King led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: Davidson, Dubin, King, Sotsky, Zvi, Vice Chair Charlie, Chair Ostergren.

Commissioners Absent: None

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison, Alicen Bartle, Project Development Administrator, and Gabriele Gonzales, Acting Commission Secretary.

Presenters: John Lesak (Page & Turnbull), James Mallery (Page & Turnbull), Lisa Gimmy (Lisa Gimmy Landscape Architecture), Scott Utterstrom (Xten Architects)

4. **APPROVAL OF AGENDA:** Moved by Commissioner Sotsky, seconded by Vice-Chair Charlie and unanimously passes.

5. **APPROVAL OF MINUTES.**

ACTION: Approve the Historic Preservation Commission agenda of Monday, October 23, 2023 as amended. **Motioned by Chair Ostergren, seconded by Commissioner Davidson and unanimously passes.**

6. PUBLIC COMMENT.

LYNN RUSSELL, WEST HOLLYWOOD, spoke regarding the public process related to Temple Beth El and the request for a continuance. She suggested education of this matter as it relates to the public and commissioners and have it agendaized.

7. CONSENT CALENDAR. None.

8. EXCLUDED CONSENT CALENDAR. None

9. PUBLIC HEARINGS: None.

10. NEW BUSINESS:

A. DESIGN UPDATE FOR THE LAUREL HOUSE ARTIST-IN-RESIDENCE RENOVATION PROJECT

Alicen Bartle, Project Development Administrator introduced the project, presented the staff report dated November 27, 2023, and stated the City Council approved the start of a schematic design for the renovation of Laurel House and Park, which will include an artist-in-residency component. She then introduced the team that will present the schematic design.

John Lesak, Historic Architect from Turnball & Turnbull introduced his colleagues James Mallery (Project Manager), Lisa Gimmy (Landscape Architecture), and Scott Utterstrom (Design Partner Xten Architects), and the team presented their approach to the project for the landscape, main house, servant's quarters, and garage.

The Commission requested clarification and expressed concerns regarding the interior character-defining features, accessibility of the cottage and its intended archive, possible on-site parking, staircase replacement, garage door replacement and modification of their openings, the property's period of significance, elevator location in the main house, life/safety systems and fireproofing of the cottage, security, and resident access.

The Commission then inquired about their purview, level of review, and lack of access to the plans and documentation. Staff informed them that after further approval by the City Council in early 2024, the project would return to the Commission for a certificate of appropriateness potentially in November 2024.

The Commission then commented about safety and privacy issues for the residents when this building is adapted for public use that should be considered and addressed and recommended that the documents are more legible and easier to read.

LYNN RUSSELL, WEST HOLLYWOOD, spoke about concerns regarding the Arts and Cultural Affairs Commission's expertise in overseeing this project with historic significance, and the name of Linick-Weisman House not being used.

VICTOR OMELCZENKO, WEST HOLLYWOOD, spoke on behalf of the West Hollywood Preservation Alliance and suggested the documentation include a table identifying character-defining features that are being preserved or removed, asked the programming and use to focus more on history, expressed the Historic Preservation Commission's purview on the project is very important, and emphasized the name Linick-Weisman House, rather than Laurel House.

CATHY BLAIVIS, WEST HOLLYWOOD, spoke on the history of the house, agreed that it should be called the Linick-Weisman House and that it should first be a historic preservation matter first, with the use and programming secondary. She also requested that representatives from the Historic Preservation Commission at the other Commissions' meetings when this project is presented.

Vice Chair Charlie stated excitement for project but had concerns about parking. He then recommended that for future presentations, the plans and documents be improved for visual quality, laid out better, and provide more details even in the preliminary phase. He also questioned the space allowances for reading rooms versus archive space.

Commissioner King expressed concern about how the property should be used, that protection and restoration of the property not get lost in the project, to make sure that Laurel House is protected as a historical resource, and for Historic Preservation staff to take a lead on the project.

Commissioner Davidson spoke in preference of Linick-Weisman House instead of Laurel House, emphasized the importance of this being a historic property first and preserving it, and agreed that clearer pictures and details be provided in the future.

Commissioner Zvi expressed the importance of this project being completed correctly to preserve the property's history and character-defining features, the desire for a museum aspect to the house with a history room, as well as concerns with all of the different aspects about how the property will be used.

Commissioner Sotsky expressed that he would like a list of character-defining features and details of what is being preserved clearly, and the need to be concerned about things that are out of the Commission's purview.

Commissioner Dubin expressed the need for programming about the history of Laurel House to be included for the public to see, learn, and understand where they are, emphasized having the right expertise for preserving the landscaping since it is a character-defining feature in this project.

Doug Vu addressed the Commission to provide clarification that when the project returns to the Historic Preservation Commission in the future for a Certificate of Appropriateness, detailed plans and specific information about the alterations to the property will be provided, and the project will be required to articulate how it complies with the Secretary of Interior's Standards for the Rehabilitation of Historic Buildings.

Chair Ostergren expressed support for the City using the name Linick-Weisman House for the property to recognize its history and honors Elsie Weisman's gift.

The Commission paused for a five-minute break.

B. STREET SIGNS AND PLAQUES FOR DESIGNATED CULTURAL RESOURCES

Dou Vu, Senior Planner/HPC Liaison presented current photographs of street signs and plaques for designated cultural resources and a brief history to open the requested discussion item by the Commission.

Commissioner Dubin recommended that every designated property should have a plaque, even if it doesn't have a Mills Act contract. He inquired about costs of the plaques, suggested the City possibly cover the cost, recommended that properties have both the street sign and plaque, and emphasized the importance that signs contain details about the property for people to be educated.

Commissioner Sotsky inquired if the cost of plaques could be included in the designation fee.

Chair Ostergren requested clarification in the staff report about how many plaques had been installed since 2012, and recommended that a designated property automatically receive a street sign that is paid for and installed by the City.

Commissioner Zvi inquired about the exact number of designated properties that don't have plaques.

Vice-Chair Charlie recommended that a designated property in the City automatically have a plaque installed and paid for by the City, use more technology moving forward and possibly add a QR code that the public will be able to use to read in detail the history of property on their device.

Doug Vu suggested making the street signs for designated properties more consistent in their information and details.

Commissioner Zvi suggested possible walking tours in the City of West Hollywood and that some of the revenue from the tours can be applied to purchasing the plaques for the designated properties.

Commissioner King emphasized the importance that once the property is designated historic, it be marked for the public to notice and appreciate, and the property has options about what that marker will look like to choose from.

Commissioner Davidson agreed that a marker to show the designated property is a way to honor the City's historical places.

VICTOR OMELCZENKO, WEST HOLLYWOOD, spoke on behalf of the West Hollywood Preservation Alliance, read the emailed public comment concerning the restart of installing street signage for historic properties, thanked Commissioner Dubin for bringing the subject for discussion, emphasized the need for consistency of information provided on the signs, and to provide signs to designated properties that are currently missing them.

CATHY BLAIVIS, WEST HOLLYWOOD, thanked Commissioner Dubin and spoke about continuity of the information and that she liked the QR code idea, and referenced the information provided on the plaque at Tail o' the Pup as an example of how this business honors its history. She also shared how Long Beach details some of their designated properties and agreed that brass plaques should be installed at the discretion of the owner with the City paying for it.

LYNN RUSSELL, WEST HOLLYWOOD, spoke on being in full agreement the City should cover the costs of street signs and plaques, and agreed on the consistency of details on signs that should include the name of the building, street address, the architect, the year built, and the year designated.

11. UNFINISHED BUSINESS:

A. REAPPOINTMENT OF AN AD-HOC COMMITTEE MEMBER FOR THE CITYWIDE HISTORIC RESOURCES SURVEY OF RESIDENTIAL PROPERTIES IN THE R2, R3, AND R4 MULTIPLE-FAMILY ZONING DISTRICTS

Antonio Castillo, Senior Planner, spoke about the ad-hoc committee creation and its specific purpose and tasks.

Commissioner Amy Zvi volunteered for the position and was appointed.

VICTOR OMELCZENKO, WEST HOLLYWOOD, spoke on behalf of the West Hollywood Preservation Alliance, congratulated Commissioner Zvi and spoke about looking forward to the ad-hoc committee meetings, seeing the administrative draft, and the list of potential buildings eligible for historic preservation for discussion.

12. ITEMS FROM STAFF.

A. Planning Staff Update.

Dou Vu, Senior Planner/HPC Liaison provided an update on tentative items that may be scheduled for upcoming Historic Preservation Commission meetings.

He confirmed the meetings on Monday, December 25, 2023 and January 22, 2024 will be officially canceled, stated a special meeting is a possibility for January 2024, and that the Commissioners will be notified if that is the case.

He then provided updates as requested by the Commission for: 1305-1317 Crescent Heights Boulevard in that the appeal of the Planning Commission's approval was denied by the City Council, and the public due process with the City has been exhausted; The Lotus at 1216-1224 La Cienega that was brought to the Historic Preservation Commission on August 27, 2018 to update the maintenance plan and consider the inspection schedule; for the French Market that was entitled on December 5, 2019 and received an extension which will expire on December 5, 2023 unless one more eligible extension request is filed; and Robertson Lane that was entitled on June 4, 2018, last amended on August 15, 2022, and that the applicant is working with staff on an additional amendment that will require approval by the Planning Commission. Finally, he introduced Kasey Conley, the Division's new Associate Planner to the Commission, and she briefly provided information about her background.

13. PUBLIC COMMENT

VICTOR OMELCZENKO, WEST HOLLYWOOD, thanked Doug Vu for the project updates, recommended future discussion about not allowing early demolition permits for historic properties, and then referred to the email submitted for public comment concerning the project at 910-916 Wetherly Drive.

LYNN RUSSELL, WEST HOLLYWOOD, spoke about the scope of the Temple Beth El appeal at 1305-1317 Crescent Heights Boulevard and the accuracy of the review that was conducted in response to confirm the historic ineligibility of the property.

14. ITEMS FROM COMMISSIONERS:

Vice-Chair Charlie, thanked staff, the public and presenters, inquired about notification to the public for Historic Preservation Commission meetings, and welcomed Kasey Conley.

Commissioner Dubin inquired about Robertson Lane and stated concerns.

Commissioner King reminded about the West Hollywood Day State of the Community Mixer, reiterated having departments and divisions help write a history for the City's 40th anniversary, and mentioned two items regarding the National Trust's bill in Congress for the Designation of Route 66 National Historic Trail and historical preservation advocacy to help overcome the housing crisis.

Commissioner Davidson welcomed Kasey Conley, thanked staff and commissioners.

Chair Ostergren welcomed Kasey Conley.

15. ADJOURNMENT:

*The Historic Preservation Commission will adjourn to a regularly scheduled meeting on **Monday, February 26, 2024** beginning at **7:00 P.M.** at **Plummer Park Rooms 5 & 6, 7377 Santa Monica Boulevard, West Hollywood CA.***

Historic Preservation Commission Minutes
November 27, 2023
Page 8 of 8

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 27th day of November 2023 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

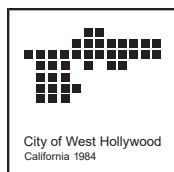
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GAIL OSTERGREN, CHAIRPERSON

ATTEST:

DocuSigned by:

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DOUG VU, COMMISSION LIAISON



**HISTORIC PRESERVATION COMMISSION
SUMMARY ACTION MINUTES
Meeting
February 26, 2024**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Historic Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Ostergren called the meeting of Historic Preservation Commission to order at 7:02 p.m.

2. **PLEDGE OF ALLEGIANCE:** Doug Vu led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: Davidson, Dubin, King, Sotsky, Zvi, Vice Chair Charlie, Chair Ostergren.

Commissioners Absent: None

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison; Jennifer Davis, Senior Contract Planner; Brian League, Property Development Manager; and Gabriele Gonzales, Acting Commission Secretary.

4. **APPROVAL OF AGENDA:** Moved by Commissioner Sotsky, seconded by Vice-Chair Charlie and unanimously passes.

5. **APPROVAL OF MINUTES.**

ACTION: Approve the draft summary action minutes of Monday, November 27, 2023, as amended. **Moved by Commissioner Dubin, seconded by Vice Chair Charlie and unanimously passes.**

6. PUBLIC COMMENT.

KEVIN BURTON, WEST HOLLYWOOD, thanked the Commission and staff for the Plummer Park Annual Historic Preservation event in September 2023 and requested that images of Plummer Park's history be posted on a City webpage.

7. CONSENT CALENDAR

A. CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT 2022-2023

8. EXCLUDED CONSENT CALENDAR. None

9. PUBLIC HEARINGS:

A. 8433 SUNSET BOULEVARD (THE COMEDY STORE):

Commissioners Davidson and Zvi announced their disclosures.

Doug Vu, Senior Planner, provided a verbal presentation and background information, as presented in the staff report dated February 26, 2024. He provided background information and stated the proposal is for a new two-sided digital billboard at 8433 Sunset Boulevard, known as the Comedy Store, and that the Commission will provide a recommendation to the Planning Commission and City Council regarding the approval of a certificate of appropriateness to determine that the billboards do not impact this existing eligible resource and no adverse impacts to the adjacent designated resource would occur at 8439 Sunset Boulevard, also known as Piazza Del Sol. Staff concluded by recommending approval of the draft resolution.

The Commission inquired about, and staff responded to, the ownership of the Comedy Store, the space between the line where patrons queue and the sidewalk, and the height and width of the billboard faces.

The Commission requested clarification about, and staff responded to, the purview of the Commission for this item.

The Commission inquired about, and staff responded to, the hours of parking for the metered spaces in front of the Comedy Store. Chair Ostergren then clarified that the loss of street parking spaces is not within the purview of the HPC.

The Commission inquired about, and staff responded to, whether the applicant would be responsible for the maintenance of the billboard project's landscaping and built features within the public realm.

The Commission asked for clarification about, and staff responded to, the number of billboards set aside for designated cultural resources under the Billboard Policy, and whether this project is one of these awarded billboards. Staff confirmed that this billboard is not one of the five that were awarded to designated cultural resources under the Billboard Policy.

AARON GREEN, Afriat Consulting Group, Applicant Representative, presented a brief history of the Comedy Store and the proposed billboard project's three components including the new pole-mounted billboard, the replaced and revitalized letterboard, and the upgraded planter and seating that also expands the sidewalk. He stated that the new billboard was designed and positioned to avoid impacts to the building's character defining features and the adjacent Piazza del Sol. He also described the proposed replacement letterboard that is fixed on top and digitized at the bottom. He then described the proposed improvements to the sidewalk area to accommodate and engage customers and pedestrians and

JOHN LOCASCIO, Historic Resources Group, Consulting Architect, continued the applicant's presentation with the Comedy Store's significance to the Sunset Strip and reiterated that the proposed billboard project would retain all of the subject building's character-defining features and would not impede its ability to convey its significance. He then stated that the proposed billboard is compatible in size and scale with and will not touch the adjacent Hacienda Arms/Piazza del Sol building so that all of its character defining features will remain intact and visible, especially its most prominent south façade where the Renaissance Revival architecture is most detailed and expressive. He concluded that the proposed project conforms with the Secretary's Standards.

Commission, Staff, and Applicant Representatives discussed the Commission's inquiries and request for clarification regarding: why the owner's family is not pursuing the designation of the Comedy Store; the historic significance of the letterboard sign and the proposed design for the replacement; the historic significance of the other signs; the changes to the planter; removal of the palm trees adjacent to the sidewalk; the number of entrances to the building; the height of the proposed trees; and the percentage of display time for City messaging.

Item 9.A. Public Comments:

RICHARD BACKER, LOS ANGELES, spoke in favor of the project.

MARY HYNES, WEST HOLLYWOOD, spoke in favor of the project.

AKELLO STONE, WEST HOLLYWOOD, spoke in favor of the project.

ALEX LEE, LOS ANGELES, spoke in favor of the project.

VICTOR OMELCZENKO, WEST HOLLYWOOD, spoke about concerns regarding designation of the property on behalf of the West Hollywood Preservation Alliance.

Item 9.A. Commission Discussion:

The Commission expressed general support for the placement and scale of the proposed billboard but stated concerns about the visual impacts to Piazza Del Sol.

The Commission discussed the removal of the palm trees, the Art Deco elements

of the billboard's design, the cultural significance of the existing letterboard sign and its ongoing maintenance compared to digital content.

The Commission expressed concerns about the mature height of the landscaping obscuring the letterboard sign and discussed how the digital lettering and content would be displayed.

The Commission and staff discussed the desire to preserve the existing letterboard sign and how its removal would affect the eligibility of the resource to be designated, the addition of the lollipop sign and marquee sign as apparent or potential character-defining features, and the property's period of significance.

The Commission acknowledged that the formal designation of the property is not required to recommend approval of the proposed certificate of appropriateness.

The Commission discussed the importance of maintenance for the planter since a lot of activity would occur in that public area, and to preserve the visibility of the building.

Jennifer Davis, Senior Contract Planner, recommended and read the amendments to the draft resolution that would address the Commission's discussion and consensus regarding the letterboard, lollipop and marquee signs, the second entrance, landscaping palette, and planter maintenance.

Commissioner Dubin moved to approve staff's recommendation of approval to the Planning Commission and City Council with amendments as read into the record.

Seconded by Vice-Chair Charlie.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. HPC 24-169 as amended:** "A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF WEST HOLLYWOOD RECOMMENDING THAT THE PLANNING COMMISSION AND CITY COUNCIL APPROVE A CERTIFICATE OF APPROPRIATENESS IN CONJUNCTION WITH A NEW DIGITAL BILLBOARD AT 8433 SUNSET BOULEVARD, WEST HOLLYWOOD, CALIFORNIA." a) Under Section 5.b.1., add the circular roof-mounted "lollipop" sign containing "The Comedy Store" text in the same font/typeface as the letterboard sign on the primary south façade, rectangular marquee-style sign with interchangeable letters projecting from the plaster bulkhead, and secondary entrance on the east façade at the second-floor level to the list of character-defining features; b) As recommended by staff, delete language throughout the Resolution regarding the removal or replacement of the existing circular letterboard sign; c) Remove Condition: ~~b) The Letterboard sign on the front façade of the building shall contain only non-commercial content, must retain the business identification at the top of the sign, and shall be located in the same location as the existing sign with its existing size and shape. The lower three-fourths of the sign may be digital;~~ d) Renumber Conditions c, d, e and f to

Conditions b, c, d, and e; e) Add Condition: f. The extant round letterboard sign on the Sunset Boulevard façade shall not be replaced and remain in place; f) Add Condition: g. The planter along the front façade of the building shall be landscaped with a simple and low-height plant palette, and trash in the planter shall be removed on a regular basis; and g) Add Condition: h. The landscaping in the public seating planter adjacent to the sidewalk and the planter along the front façade of the building shall not obscure the round letterboard. **Moved by Commissioner Dubin, seconded by Vice-Chair Charlie and passes.**

10. NEW BUSINESS: None.

11. UNFINISHED BUSINESS: None.

12. ITEMS FROM STAFF:

A. Planning Staff Update.

Doug Vu, Senior Planner/HPC Liaison stated there will not be a March meeting, provided a reminder for the upcoming mandatory California Public Records Act training, and announced a Community Open House to kick off development of the City's next Strategic Plan WEHO 40.

13. PUBLIC COMMENT

VICTOR OMELCZENKO, representing the West Hollywood Preservation Alliance, spoke about Item 7.A. Certified Local Government Annual Report and suggested the commissioners attend the future Planning Commission hearing for Item 9.A.

14. ITEMS FROM COMMISSIONERS:

Commissioner Sotsky asked for clarification about the public comment for commissioners to attend the Planning Commission.

Vice-Chair Charlie suggested an archival web space for Historic Preservation events, encouraged the public to attend Planning Commission meetings and speak on project topics not under HPC purview, and requested social media announcements for items that come before the HPC.

Commissioner Dubin thanked the Commission, staff and the public.

Chair Ostergren inquired about file names when downloading the packet agenda items, asked staff to double-check the CLG report in response to the public comment, and announced that the upcoming California Preservation Foundation Conference in Los Angeles May 29th - June 1st will have training opportunities.

The Commission also stated the infeasibility for HPC to attend three to four trainings per year.

15. ADJOURNMENT:

The Historic Preservation Commission adjourned at 9:40 P.M. to a regularly scheduled meeting on **Monday, April 22, 2024** beginning at **7:00 P.M.** at **Plummer**

Historic Preservation Commission Minutes
February 26, 2024
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Park Rooms 5 & 6, 7377 Santa Monica Boulevard, West Hollywood CA.

Historic Preservation Commission Minutes
February 26, 2024
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PASSED, APPROVED AND ADOPTED by the Historic Preservation Commission of the City of West Hollywood at a special meeting held this 25th day of June 2024 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

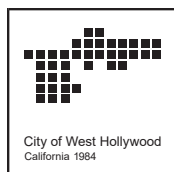
ABSENT: Commissioner: Sotsky, Vice-Chair Charlie

ABSTAIN: Commissioner:

DocuSigned by:
Gail Ostergren, HPC
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GAIL OSTERGREN, CHAIRPERSON

ATTEST:

DocuSigned by:
Doug Vu
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DOUG VU, COMMISSION LIAISON



**HISTORIC PRESERVATION COMMISSION
SUMMARY ACTION MINUTES
Special Meeting
June 25, 2024**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Historic Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Ostergren called the meeting of Historic Preservation Commission to order at 7:07 p.m.
2. **PLEDGE OF ALLEGIANCE:** Doug Vu led the Pledge of Allegiance.
3. **ROLL CALL:**
Commissioners Present: Davidson, Dubin, King, Zvi, Chair Ostergren.

Commissioners Absent: Vice Chair Charlie, Sotsky

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison; Kasey Conley, Associate Planner; Alicen Bartle, Project Development Administrator, Brian League, Property Development Manager; Helen Collins, Facilities & Field Services Manager; and Gabriele Gonzales, Acting Commission Secretary.
4. **APPROVAL OF AGENDA:** Moved by Commissioner Dubin, seconded by Commissioner Zvi and unanimously passes.
5. **APPROVAL OF MINUTES.**

ACTION: Approve the draft summary action minutes of Monday, February 26, 2024. Moved by Commissioner Zvi, seconded by Commissioner Davidson and unanimously passes.

6. PUBLIC COMMENT.

VICTOR OMELCZENKO, WEST HOLLYWOOD, representing the West Hollywood Preservation Alliance, spoke on concerns for Assembly Bill 2580 and the possible impacts.

7. CONSENT CALENDAR: None

8. EXCLUDED CONSENT CALENDAR: None

9. PUBLIC HEARINGS:

A. 621 N. ROBERTSON BOULEVARD (THE LOG CABIN):

Kasey Conley, Associate Planner, and Alicen Bartle, Project Development Administrator, provided a verbal presentation and background information, as presented in the staff report. They provided a timeline of events including the acquisition of the property, the programming and pre-design for the renovation, the City Council's approval of the contract to prepare full architectural plans, and the work completed to date for the rehabilitation of the property known as the Log Cabin.

Staff then described the physical attributes of the Log Cabin building and the subject property, followed by a description of the rehabilitation project's scope of work. Staff clarified that the Commission is being asked to determine if the proposed project complies with the Secretary of Interior's Standards for the treatment of historic properties, and elaborated on how the project complies with Standards 2, 5, 6, and 9, which are the most relevant to the proposed scope of work. Staff concluded that the project is consistent with the Secretary's Standards and recommended that the Commission approve the certificate of appropriateness by adopting the draft resolution.

The Commission inquired about, and Staff with Benjamin Leher, Project Architect, responded to: the amount of separation between the buildings on the property, bathroom accessibility, site safety and security, quantity of parking spaces, and hours of operation.

The Commission, Staff, and Project Architect then discussed inquiries for clarification regarding: the number of buildings, the material of the front doors, the significance of the front door hinges and original window materials and openings, reconfiguration of the front steps and accessibility requirements, cladding materials on the new buildings including wood rain and privacy screens, stucco colors, and the gate between the Meeting Room and Log Cabin.

Item 9.A. Public Comments:

VICTOR OMELCZENKO, WEST HOLLYWOOD, on behalf of the West Hollywood Preservation Alliance, spoke about concerns regarding preservation of the dedication plaque, suggested looking into other Boy Scout Log Cabin preservation

methods, and the potential of local historic designation for this property.

CATHY BLAIVAS, WEST HOLLYWOOD, thanked the City and Chair, spoke in favor of the project's solar-powered component, and suggested that the City should encourage developers to do more solar development.

Item 9.A. Commission Discussion:

The Commission discussed the topic of differentiation and compatibility of the design, the project's timeline, the desire to have the City initiate the designation process for the property, and the desire for project plans and renderings to be clearer and more accurate to avoid any delay in the Commission's review.

The Commission also discussed inconsistencies in the draft resolution regarding the number of new buildings, a preference for the standard language regarding archaeological sites, and the desire for additional conditions of approval regarding preservation of the original window openings, relocation of the dedication stone to a more visible location, a compatible color palette for the exterior stucco, and further investigation into the nature of the front door hinges. These amendments were clarified and read by Staff for confirmation by the Commission.

Commissioner Dubin moved to approve staff's recommendation of approval with amendments as read into the record.

Seconded by Commissioner King.

ACTION: 1) Approve staff's recommendation of approval, 2) **Adopt Resolution No. HPC 24-170 as amended:** "A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF WEST HOLLYWOOD APPROVING A CERTIFICATE OF APPROPRIATENESS FOR THE REHABILITATION AND EXPANSION OF THE WEST HOLLYWOOD RECOVERY CENTER (LOG CABIN) AT 621 N. ROBERTSON BOULEVARD, WEST HOLLYWOOD, CALIFORNIA."

a) Under Section 2, amend the second sentence as follows: "The project consists of alterations to the existing Log Cabin building including demolition of two non-historic additions on the south and west facades, repair or replacement of the faux log and board and batten exterior cladding, reroofing, replacement of non-compatible non-historic windows with wood clad aluminum double-hung windows, ~~removal~~ replacement of non-compatible, non-historic doors with wood paneled doors, reconstructed front entry steps, the cleaning and reposition of the dedication plaque on east façade, ~~retention~~ replacement of the flag pole, retention of the pine trees, and removal of fan from east elevation, with interior work including repair of the wood truss ceiling and cleaning of the brick chimney and fireplace, the construction of three new detached structures totaling approximately 3,413 square feet and trellises with photovoltaic panels attached to these buildings to shade the parking area, and site improvements including a regraded and paved public parking lot with EV charging stations, ADA access ramp and connecting walkways,

metal security gates, and planting beds for landscaping.”

b) Amend Section 5.a. as follows: “The proposed work will neither adversely affect the significant architectural features of the cultural resource nor adversely affect the character or historic, architectural, aesthetic interest or value of the cultural resource and its site in that the proposed project was evaluated by a qualified historic preservation professional who determined that the project, which will rehabilitate the Log Cabin structure, renovate the site, and construct ~~two~~three adjacent but separate new buildings complies with the Standards and will not have an adverse impact on the historical resource. The project was found to fully comply with the SOI Standards as described in Section 5.b below. The cultural resource building will maintain all aspects of integrity and will maintain all identified character-defining features relative to its association with the social history of West Hollywood as a clubhouse for the Boy Scouts of America within the 1936-1977 period of significance.”

c) Amend Section 5.b.8. as follows: ~~“This Standard is not applicable to the proposed project in that the subject property is not a documented archeological site and has been disturbed for past construction. If archaeological resources (sites, features, and artifacts) are exposed during construction activities involving ground disturbance for the project, all construction work occurring within 100 feet of the find shall immediately stop until a qualified archaeologist, meeting the Secretary of the Interior’s Professional Qualification Standards, can evaluate the significance of the find and determine if additional study is warranted. Depending upon the significance of the find under CEQA (14 CCR 15064.5(f); PRC Section 21082), the archaeologist may simply record the find and allow work to continue. If the discovery proves significant under CEQA, additional work such as preparation of an archaeological treatment plan, testing, or data recovery may be warranted. Construction work in the vicinity of the find shall not resume until deemed appropriate by the archeologist.”~~

d) Under Section 5.b.9., amend the third paragraph as follows: “Other details of the Meeting Room Building design also relate to the Log Cabin’s character but are differentiated enough to clearly distinguish it as new construction. While the building will have a shed roof, distinct from the gabled roof of the Log Cabin, two attached trellises - one with a shed roof profile and one with a gable roof profile - will give the overall impression, when viewed from the public right-of-way, that the building has front-facing gabled roofs. The trellises will be supported by wood posts and be open to differentiate them as structures, and not enclosed buildings. The shed roof trellis will feature patterned metal screens and wood benches. The gable roof trellis will feature wood louvers in its gable end. The setting deep into the property of the new Meeting Room Building and Restroom Buildings with trellises will diminish the sense of their height from Robertson Boulevard and the Log Cabin.”

e) Under Section 6, add the following conditions:

- d. Further research shall be conducted regarding the significance of the decorative metal strap hinges on the entry doors at the front façade to determine if they should be reinstalled with the replacement doors.
- e. The project shall retain the Log Cabin's original window openings.
- f. All exterior stucco cladding shall be painted in earth tone colors to be compatible with the Log Cabin.
- g. The project shall reposition the existing Boy Scouts of America concrete dedication plaque at the base of the Log Cabin's southeast corner to a more visible location.

Moved by Commissioner Dubin, seconded by Commissioner King and passes.

10. NEW BUSINESS: None.

11. UNFINISHED BUSINESS: None.

12. ITEMS FROM STAFF:

A. Planning Staff Update.

Doug Vu, Senior Planner/HPC Liaison stated that the Historic Preservation Commission's regularly scheduled meetings will change due to the City Council's approval changing the Public Safety Commission's regular meeting date to the fourth Monday of the month, and upcoming projects on the Commission's agenda include 8001-8003 Santa Monica Boulevard and 9009-9015 Sunset Boulevard.

13. PUBLIC COMMENT: None.

14. ITEMS FROM COMMISSIONERS:

Commissioner Dubin inquired about the project status for the French Market, Robertson Lane, and Doheny/Santa Monica, and the process for recommending to Council that the Log Cabin be considered for designation.

Chair Ostergren inquired about including a condition regarding designation for a certificate of appropriateness in the future, and stated the Commission has requested the City Council to initiate a designation in the past. The Chair also inquired about future packets containing searchable PDF files.

Commissioner King agreed with Commissioner Dubin and requested the designation topic be agendaized for a future meeting, inquired about the windows on the corner building at Santa Monica Boulevard and Doheny Drive, and

requested updates on key City projects.

15. ADJOURNMENT:

The Historic Preservation Commission adjourned at 9:00 P.M. to a regularly scheduled meeting on **Monday, July 22, 2024** beginning at **7:00 P.M.** at **Plummer Park Rooms 5 & 6, 7377 Santa Monica Boulevard, West Hollywood CA.**

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PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 22nd day of July 2024 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

Signed by:

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YAWAR CHARLIE, CHAIRPERSON

ATTEST:

DocuSigned by:

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DOUG VU, COMMISSION LIAISON



**HISTORIC PRESERVATION COMMISSION
SUMMARY ACTION MINUTES
Meeting
July 22, 2024**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Historic Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Ostergren called the meeting of Historic Preservation Commission to order at 7:03 p.m.
2. **PLEDGE OF ALLEGIANCE:** Doug Vu led the Pledge of Allegiance
3. **SPECIAL ORDER OF BUSINESS:**

A. ELECTION OF CHAIR & VICE CHAIR AND DISCUSSION OF MEETING DAY AND LOCATION

ELECTION OF CHAIR.

Commissioner King nominated Yawar Charlie as Chair of the Historic Preservation Commission.

Seconded by Commissioner Zvi.

There were no other official nominations.

ACTION: Elect Yawar Charlie as Chair of the Historic Preservation Commission for a full-term commencing on July 1, 2024, through June 30, 2025. **Nominated by Commissioner King, seconded by Commissioner Zvi and unanimously passes on a Roll Call vote:**

AYES: Davidson, King, Zvi, Ostergren, Charlie

NAYES: None.

ELECTION OF VICE-CHAIR.

Commissioner Ostergren nominated Amy Zvi as Vice-Chair of the Historic Preservation Commission.

Seconded by Chair Charlie.

There were no other official nominations.

ACTION: Elect Amy Zvi as Vice-Chair of the Historic Preservation Commission for a full-term commencing July 1, 2024, through June 30, 2025. **Nominated by Commissioner Ostergren, seconded by Chair Charlie and unanimously passes on a Roll Call vote:**

AYES: Davidson, King, Zvi, Ostergren, Charlie

NAYES: None.

DISCUSSION OF MEETING DAY AND LOCATION.

Assistant City Clerk, Lulu Morales, provided context for the proposed meeting day change to the second Monday of every month and responded to inquiries by the Historic Preservation Commission.

ACTION: Commissioner King moved to approve the day change to the second Monday of every month. **Seconded by Vice Chair Zvi and unanimously passes on a Roll Call vote:**

AYES: Davidson, King, Ostergren, Zvi, Charlie

Further discussion about the location change for the regular meetings was tabled by consensus of the Commission for a later date with full attendance of the Historic Preservation Commissioners.

4. ROLL CALL:

Commissioners Present: Charlie, Davidson, King, Zvi, Ostergren.

Commissioners Absent: Dubin, Sotsky

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison; Kasey Conley, Associate Planner; Alicen Bartle, Project Development Administrator, Brian League, Property Development Manager; and Gabriele Gonzales, Acting Commission Secretary.

5. APPROVAL OF AGENDA: Moved by Commissioner Ostergren, seconded by Vice Chair Zvi and unanimously passes.

6. APPROVAL OF MINUTES.

ACTION: Approve the draft summary action minutes of Monday, June 25, 2024. Moved by Commissioner Davidson, seconded by Vice Chair Zvi and unanimously passes.

7. **PUBLIC COMMENT:** None.
8. **CONSENT CALENDAR:** None
9. **EXCLUDED CONSENT CALENDAR:** None
10. **PUBLIC HEARINGS:**

A. 9009-9015 SUNSET BOULEVARD (Roxy Theatre and Rainbow Bar & Grill):

Kasey Conley, Associate Planner, provided a verbal presentation and background information, as presented in the staff report. She then discussed the objectives of the City's rehabilitation incentives program and described the proposed Mills Act contract and rehabilitation and maintenance plan for the property known as the Roxy Theatre and Rainbow Bar & Grill. Staff concluded the presentation and recommended that the Commission approve the recommendation to the City Council regarding the request for a Mills Act contract for the cultural resource.

The Commission inquired about, and Staff along with Aaron Green, President of the Afriat Group, responded to questions regarding the reduction of taxes, location of a possible Airbnb on the property and its possible tax assessment implications for a Mills Act contract, and length of time by current ownership of the Roxy Theatre and Rainbow Bar & Grill.

The Commission, Staff, Aaron Green, and John LoCascio, Principal Architect with Historic Resources Group, then discussed the relationship between the site work in the Rehabilitation Plan and the approved billboard project at this property, followed by items identified in the Historic Structure Report (HSR) that should be included in the Rehabilitation Plan including the treatment and replacement of wood windows, exterior paint, door hardware, wood siding and trim, termite and pest control inspections, brick veneer, vertical wood siding, roofing repair/maintenance and rain gutters. It was also confirmed that the existing metal fence will be removed as part of the billboard project's site rehabilitation and the Rainbow Bar and Grill sign will be refurbished as part of the Mills Act contract's Rehabilitation Plan.

Item 9.A. Public Comments: None.

Item 9.A. Commission Discussion:

The Commission stated the desire to add items to the Rehabilitation Plan that were read by Staff for Commission confirmation which included conducting an annual termite Inspection for both the Roxy Theatre and Rainbow Bar & Grill, and replacing the concrete with compatible brick masonry at the south façade of the Rainbow Bar & Grill if possible, upon field testing.

Commissioner Ostergren moved to approve staff's recommendation of

approval to the City Council with the amendments read into the record.

Seconded by Vice-Chair Zvi.

ACTION: 1) Recommend to the City Council approval of a Mills Act Contract at 9009-9015 Sunset Boulevard as amended: a) conduct an annual termite inspection for both the Roxy Theatre and Rainbow Bar & Grill, and b) if possible upon field testing, replace the concrete at the south façade of the Rainbow Bar & Grill with compatible brick masonry. **Motion by Commissioner Ostergren, seconded by Vice-Chair Zvi passes, noting Commissioners Dubin and Sotsky absent.**

11. NEW BUSINESS: None.

12. UNFINISHED BUSINESS: None.

13. ITEMS FROM STAFF:

A. Planning Staff Update.

Doug Vu, Senior Planner/HPC Liaison, stated that the Historic Preservation Commission will have a special scheduled meeting on August 19, 2024. Also, the City Council's approval changing the Commission's regular meeting date to the second Monday of the month will become effective October 2024, and upcoming projects on the Commission's agenda include 8001 Santa Monica Boulevard.

14. PUBLIC COMMENT: None.

15. ITEMS FROM COMMISSIONERS:

Chair Charlie commented on the meeting date change and requested its announcement to the public, inquired about having requested documents printed, and suggested opportunities for public education during meetings when there is little or no Commission business to conduct.

Vice Chair Zvi asked for clarification on the role of Vice Chair if the Chair is absent and thanked the outgoing Chair.

Commissioner Davidson congratulated the new Chair and Vice Chair and thanked the outgoing Chair and Vice Chair.

Commissioner King congratulated the new Chair and Vice Chair.

Chair Ostergren congratulations to the new Chair and Vice Chair.

16. ADJOURNMENT:

The Historic Preservation Commission adjourned at 8:07 P.M. to a special scheduled meeting on **Monday, August 19, 2024** beginning at **7:00 P.M.** at

Historic Preservation Commission Minutes
July 22, 2024
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**Plummer Park Rooms 5 & 6, 7377 Santa Monica Boulevard, West Hollywood
CA.**

Historic Preservation Commission Minutes
July 22, 2024
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PASSED, APPROVED AND ADOPTED by the Historic Preservation Commission of the City of West Hollywood at a regular meeting held this 14th day of October 2024 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

Signed by:

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YAWAR CHARLIE, CHAIRPERSON

ATTEST:

DocuSigned by:

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DOUG VU, COMMISSION LIAISON



**HISTORIC PRESERVATION COMMISSION
SUMMARY ACTION MINUTES
Meeting
August 19, 2024**

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES, WHICH PROVIDE A BRIEF SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR INDIVIDUAL DISCUSSIONS REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY ACCESSING THE ARCHIVED RECORDINGS OF THE HISTORIC PRESERVATION COMMISSION MEETINGS AT www.weho.org/city-government/city-clerk AND SELECTING ACCESS CITY RECORDS.

Land Acknowledgment: “The West Hollywood Historic Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Acting Chair Zvi called the meeting of the Historic Preservation Commission to order at 7:01 p.m.

2. **PLEDGE OF ALLEGIANCE:** Doug Vu led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: Davidson, Dubin, King, Sotsky, Ostergren, Vice Chair Zvi.

Commissioners Absent: Dubin, Chair Charlie

Staff Present: Doug Vu, Senior Planner/Historic Preservation Commission Staff Liaison; Adrian Gallo, Associate Planner; and Gabriele Gonzales, Acting Commission Secretary.

4. **APPROVAL OF AGENDA:** Moved by Commissioner Ostergren, seconded by Commissioner Sotsky and unanimously passes.

5. **APPROVAL OF MINUTES.**

ACTION: Approve the continuation of draft summary action minutes of Monday, July 22, 2024. **Moved by Commissioner Ostergren, seconded by Commissioner King and unanimously passes.**

6. PUBLIC COMMENT: None.

7. CONSENT CALENDAR: None

8. EXCLUDED CONSENT CALENDAR. None

9. PUBLIC HEARINGS: None

10. NEW BUSINESS:

A. 8001-8003 SANTA MONICA BOULEVARD AND 1105 NORTH LAUREL AVENUE:

Adrian Gallo, Associate Planner, provided a verbal presentation and background information as presented in the staff report. He provided a timeline of events for the property, explanation of why the property isn't an eligible cultural resource, description of the proposed building's design and uses at each level, and an explanation of the limited impact the project would have on the surrounding areas including the adjacent eligible historic resource known as the French Market.

The Commission inquired about the cannabis lounge's operations including rideshare for employees, as well as loading and delivery.

The Commission inquired about and received clarification from Doug Vu and Adrian Gallo regarding the project's consistency with parking and loading requirements and all other applicable development standards in the West Hollywood Municipal Code, as well as the staff-level approval process for this project. The Commission also inquired about the use and hours of operation for the rooftop pool.

Aaron Greene, President of the Afriat Group, and Kevin Sund, Principal at Axis Architecture, provided a verbal presentation of the project and spoke about the massing, scale, and architectural design of the building, and how the proposed building would appear visually from a vehicular or pedestrian perspective at different locations and angles using renderings to demonstrate there would be no substantive impact to the French Market.

Aaron Greene, President of the Afriat Group, then spoke about neighborhood noticing and outreach, furniture for seating in the public right-of-way for the consumption of non-cannabis items, use of the pool and rooftop spaces, and the multiple uses and associated accessibility to each level of the building.

The Commission then inquired about and Aaron Greene responded to the parking requirements, the use of rideshare and valet services, and loading/delivery drop-off for the proposed café.

Public Comments: None.

The Commission acknowledged their purview on this matter and stated that although any new building of this scale would diminish the integrity of the overall setting, the proposed building would not impact the eligibility of historic resource and is supportive of Staff's recommendation.

11. UNFINISHED BUSINESS: None.

12. ITEMS FROM STAFF:

A. Planning Staff Update.

Doug Vu, Senior Planner/HPC Liaison, stated staff is waiting for approval of the Historic Preservation Commission date change for the second Monday of the month and the next meeting with the new approved date change would be October 14th 2024, an anticipated cultural resource designation nomination at 1033 Carol Drive, and shared the Get Involved brochure produced by City Clerk to engage the public.

Commissioner Sotsky then inquired about terms for the Commissioners, and Doug Vu informed the Commission that the Staff Liaison role for HPC is transitioning and will be taken over by Antonio Castillo effective immediately, and thanked the Commission.

13. PUBLIC COMMENT: None.

14. ITEMS FROM COMMISSIONERS:

Commissioner King thanked Doug Vu for his time as Staff Liaison.

Commissioner Davidson thanked the applicant, staff, and Doug Vu for this time as Staff Liaison.

Commissioner Ostergren thanked Doug and welcomed Antonio Castillo as the new Staff Liaison.

Vice-Chair Zvi inquired about a social media manager and possibly once a month highlighting a cultural resource that's been designated, and encouraged fellow commissioners to attend the annual Commissioners Congress on September 11th.

Commissioner Sotsky also thanked Doug Vu.

15. ADJOURNMENT:

The Historic Preservation Commission adjourned at 8:00 P.M. to a regularly scheduled meeting on **Monday, September 23, 2024** beginning at **7:00 P.M.** at **Plummer Park Rooms 5 & 6, 7377 Santa Monica Boulevard, West Hollywood CA.**

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PASSED, APPROVED AND ADOPTED by the Historic Preservation Commission of the City of West Hollywood at a regular meeting held this 14th day of October 2024 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

Signed by:

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YAWAR CHARLIE, CHAIRPERSON

ATTEST:

DocuSigned by:

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DOUG VU, COMMISSION LIAISON