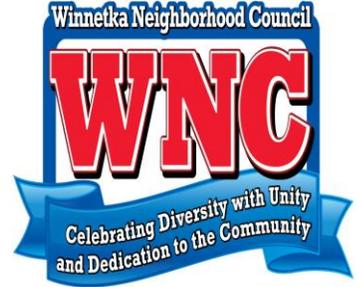




## WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center  
20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
Board@WinnetkaNC.com



Chair		Vice Chair		
JJ Popowich		VACANT		
Committee Members				
Steven Fuhrman	Franklin Solis	David Uebersax	VACANT	VACANT

## PLANNING & LAND USE MANAGEMENT MEETING

Tuesday, August 20, 2019, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306** and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website below:

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

The public may comment on a specific item listed on this agenda when the Committee considers that item. When the Committee considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Committee's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Committee on any agenda item before the Committee takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 3 minutes per speaker, but the Committee has the discretion to modify the amount of time for any speaker. Before a Committee vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

### 1. CONVENE MEETING

### 2. PLEDGE OF ALLEGIANCE [1 min]

### 3. COMMITTEE MEMBER ROLL CALL [2 min]

### 4. MEETING RULES & ANNOUNCEMENTS [2 min]

### 5. APPROVAL OF MINUTES FOR PAST BOARD MEETINGS [15 min]

### 6. PUBLIC COMMENT: Comments from the public on any items **not specifically listed** on this agenda. Committee Members should not address or discuss these comments other than to direct matters to the Board for assignment to the appropriate Winnetka NC committee or other government agency. [3 min each, 20 min max]

### 7. NON-CONSENT CALENDAR

- A. Discussion and possible action to review, modify, and approval of the revised Winnetka NC PLUM Committee Procedural Rules (Attachment A). The Committee will review, modify, and consider approval of the "Winnetka NC Notice of Public Hearing" (and

Attachment B). furthermore, PLUM Committee will request the Board to modify the budget to allocate funding for the printing of the meeting notices.

Motion for Consideration: “The Winnetka NC PLUM Committee recommends the Board approve the changes to the Winnetka NC Procedural Rules and the Winnetka NC Notice of Public Meeting. Furthermore, the Winnetka NC PLUM Committee requests the Board to modify the 2019-2020 FY budget to allocate up to \$200 per month for signage (cost between \$90-\$100 per sign) at a total annual budget cost of \$2,400.00.”

- B. Discussion and possible action to review the current pending ordinance recommendations by the Los Angeles Department of Planning and determine which ordinances we will place on the September agenda for discussion.

***NOTE: Before discussion begins the Committee will discuss and set the time limit for the public comment period.***

**8. FOR INFORMATION ONLY**

**9. GOOD OF THE ORDER [2 min]**

**10. MEETING ADJOURNED**

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**THE AMERICAN WITH DISABILITIES ACT**

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-648-6219, or via email at [jpowich@winnetkanc.com](mailto:jpowich@winnetkanc.com).

**PUBLIC ACCESS OF RECORDS**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.winnetkanc.com](http://www.winnetkanc.com) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com).

**RECONSIDERATION AND GRIEVANCE PROCESS**

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

### **PROCESS FOR FILING A GRIEVANCE**

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

### **SERVICIOS DE TRADUCCION**

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 562-3268.

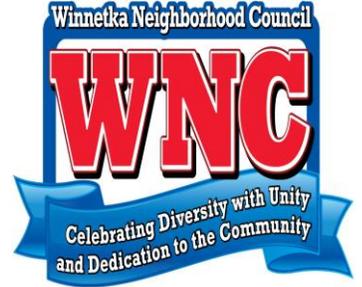


**WVNC**  
Celebrating Diversity with Unity  
and Dedication to the Community



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### ATTACHMENT A

#### Winnetka NC Planning & Land Use Procedural Resolution

Whereby the Los Angeles City Charter establishes Neighborhood Councils to provide input to the City Council (and by extension City Departments) on matters of impact to the specific community that the Neighborhood Council is established to serve.

Whereby the Winnetka Neighborhood Council Board has established the Planning & Land Use Management Committee to consider any proposed development or redevelopment, or modification project for any existing property within the boundaries of the Winnetka Neighborhood Council and provide a recommendation to the Board to either accept, deny, or accept with conditions any applicant's [developer/owner] project, so the Board may take an official position on the project and provide notice to our City Council member and the Planning Commission.

Whereby, the Planning & Land Use Management Committee has a duty to consider any and all ordinances, laws, regulations proposed by any governmental body with jurisdiction over the community of Winnetka, or any proposed amendments to any such law, ordinance, or regulation.

Therefore, the Winnetka NC Planning and Land Use Committee, in order to represent all stakeholders within the Winnetka Community, which includes residents, land owners, business owners, employees, social and religious organizations, and developers (please see the official definition of a stakeholder for a complete description), hereby determines the following:

1. Definition: Any land owner, developer, consultant, or architect that has a proposed plan for any development, re-development, or modification to any property or building within the Winnetka NC boundaries or an adjacent NC as applicable, may hereby be referred to in this resolution as an "applicant".

2. Definition: The Planning & Land Use Committee may also be referred to as “the Committee” or “the PLUM Committee” in this resolution.

3. Definition: Any development, re-development, modification, request for conditional use permit, or variance may also be referred to as “the project” in this resolution.

4. The Committee shall consider any and all proposed development, redevelopment, or modification projects, or requests for conditional use permits, or variances for any property existing within the boundaries of the Winnetka NC.

5. The Committee shall consider any and all proposed development, redevelopment, or modification projects, or requests for conditional use permits, or variances for any property that exists in an adjacent NC that may have a significant impact on the residents of Winnetka

6. The Committee resolves to meet with any applicant as early as possible in the planning stages for a project, in a public meeting to hear from the applicant and any stakeholders and provide guidance and input to the applicant in an effort to assist in the development of plans for a project that will have a reasonable chance of being acceptable to the stakeholders and the Board

7. The Committee resolves and confirms that it may meet multiple times, in a public meeting, in an effort to work with the applicant to refine the proposed project.

8. The Committee resolves that no approval vote or action will be taken on any project until that project has been submitted to the City Planning Department and has been assigned a Case Number by the department.

9. The Committee resolves that all applicants ~~will~~ shall be required to post one or more “Winnetka Neighborhood Council Notice of Public Meeting” signs in one or more publicly visible locations on the property in question at least one week prior to the scheduled Winnetka NC PLUM Committee meeting and subsequent Board meeting. ~~mail a meeting notice, as determined and provided by the Committee to all addresses within 500 feet of the proposed project for each and every public meeting held to~~

~~discuss the proposed project.~~ The Winnetka NC PLUM Committee shall provide the notice to the applicant to post. If any applicant refuses to post mail the meeting notices, or fails to do so, the Committee shall not meet with the applicant, and shall deny approval of the project without prejudice until the applicant complies and public meetings are held in accordance with normal procedures.

10. The Committee resolves that any applicant who submits a project for review shall be required to disclose ownership and funding sources for the project so that Committee and Board members may determine if any member has a conflict of interest. If an applicant refuses or fails to provide this information, the Committee shall deny approval of the project without prejudice until such information is provided.

11. The Committee, at its discretion, may request an applicant to provide any and all reports (such as, but not limited to: traffic studies, environmental report etc.) from an applicant prior to taking a position on any project.

12. The Committee requires any applicant to submit the following documents, in PDF format, to the Committee prior to any hearing on any proposed project:

- a. a site or building plan of some type,
- b. some form of rendering of the proposed building
- c. a detailed description of what the applicant is requesting including an explanation of all zoning changes, conditional uses, or variances.

13. The Committee resolves to discuss, in public meetings, and make a recommendation to the Winnetka NC Board on any relevant proposed City, State, or Federal ordinances, laws, regulations, or amendments to any ordinances, laws, or regulations that it deems within the Committee's purview.

14. The Committee will require any applicant to sign a voluntary agreement of intent to comply with any and all conditions requested by the Board.

Approved: 5 - 0 Date: 01/17/2017



**IMPORTANT  
NOTICE OF PUBLIC MEETING  
OF THE  
WINNETKA NEIGHBORHOOD COUNCIL  
PLANNING & LAND USE MANAGEMENT COMMITTEE**



September xx, 2019 20222 Vanowen Ave, Winnetka, CA 91306

6:30 PM

The Committee will be holding a public meeting to solicit your input on the project outlined below. The Committee makes recommendations to the Neighborhood Council, City Council, Planning Commission and other agencies on whether to support, support with conditions, or deny the project.

**Your Voice is Important in this Process**

Los Angeles City Planning Case Number(s): _____	Planning Commission Hearing Date (if available):
Project Description: _____ _____ _____ _____	
Description of Conditional Use Permit or Zoning Change / Variances Requested: _____ _____ _____	