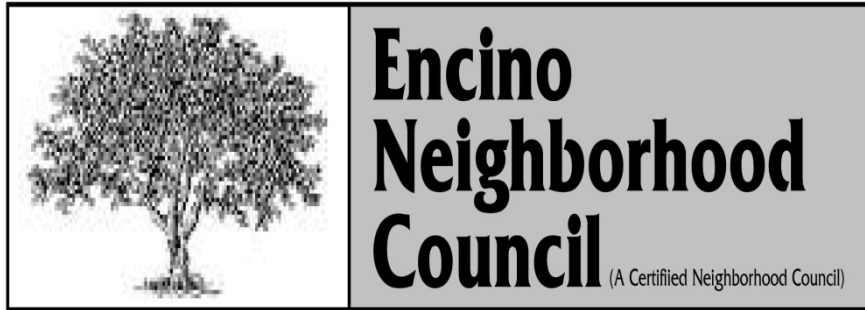


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Planning & Land Use Committee and General Meeting

Proposed Report/Minutes

Encino Community Center

4935 Balboa Blvd.

Wed. Mar. 2, 2011 – 7:00 PM

MEMBERS OF THE PUBLIC WHO WISH TO SPEAK ARE REQUESTED TO FILL OUT AND TURN IN A SPEAKER CARD. ANY QUESTIONS TO THE SPEAKERS SHOULD BE IN WRITING ON THE PROVIDED CARDS. MOTION, DISCUSSION, AND VOTE MAY BE TAKEN ON ALL ITEMS ON THE AGENDA.

ENC BORAD MEMBERS: John Arnstein, Talar Dardarian, Michael Kaufman, Diane Rosen, Jerry Silver

Alternate Board Members: David Hudgins, Kobi Moses, Laurie Kelson

STAKEHOLDERS: Paul Kelson, Al Mass, Norma Landau, Sue Tuberman

Alternate Stakeholder Members: Norma Landau, Carol Levine

VALLEY COLLEGE PLU INTERN: Robert Malka

1. CALL TO ORDER: Meeting called to order at: 7:05 PM

CHAIR REQUESTED THAT ALL CELL PHONES BE TURNED OFF.

GUEST SIGN-IN SHEET AND SPEAKER CARDS DISTRIBUTED.

REVIEW PLU "CODE OF CIVILITY";

ROLL CALL and DETERMINATION OF A QUORMUN

COMMITTEE BOARD MEMBERS PRESENT: John Arnstein, Michael Kaufman, Kobi Moses,

David Hudgins, Diane Rosen, and Jerry Silver, Al Mass,

NON-VOTING INTERN

Robert Malka: Valley College Intern

ALTERNATE BOARD MEMBERS PRESENT: Kobi Mosses, David Hudgins.

COMMITTEE STAKEHOLDERS PRESENT: Al Mass,

ALTERNATE STAKEHOLDER MEMBERS: Norma Landau

EXCUSED COMMITTEE MEMBERS: Peter Noce, Paul and Laurie Kelson, Talar Dardarian,

Carol Levine, Sue Tuberman

Un-Excused Committee Members: None

VOTING MEMBERS: John Arnstein, Michael Kaufman, Kobi Moses, Diane Rosen, Jerry Silver

Al Mass, and Norma Landau (5 ENC Board Members)

TOTAL VOTING MEMBERS 7

NON-VOTING COMMITTEE MEMBERS: David Hudgins

ENC BOARD MEMBERS PRESENT: Louis Krokover and Sharon Brewer, Eliot Cohen

INTRODUCTIONS: (PLU Committee introduced themselves.)

- GUEST INTRODUCTIONS:** David Rankel, Brad Rosenheim, Lauren Rosenblum (Encino Patch), Greg Taylor, Sharon Brewer, Eliot Cohen, Robert Malka, Mark Price, Nasim Shariatpanahi,
2. Feb. 2, 2011 Minutes: Approved with spelling corrections. 3/b "Existing" (not sting) restaurant Next Meeting Date April 6, 2011
 3. CD-5 Councilman Paul Koretz's Valley PLU Field Deputy SHAWN BAYLISS update:
Not present
 4. **ACTION ITEMS:**
 - A. 17401 W. Ventura Boulevard, Suite A-7 Case No. ZA-2010-3412-ZV/ENV-2010-3413- CE
Pet grooming & boarding Presentation by: Brad Rosenheim
Brad Rosenheim: bought copies of 6 letters of approval for the project from the adjacent neighbors.
 - **BRAD ROSENHEIM:** We were asked to reach out to adjacent neighbors, had 3 positive response Mr. Goldstein who had previously objected is now supportive of boarding facility.
 - Both Michael Kaufman AIA & Kobi Mosses AIA, agreed the proposed sound proofing was such that neighbors would not be sound impacted.
 - **Hour of Operation:** The pet boarding operation is functional 24 hours a day, seven days a week. The proposed use, however, will be open for pick-up and drop-off, Monday through Friday from 8:00AM to 9:00PM and Saturday and Sunday from 10:00AM to 7:00PM.
 - **Animals will monitored by 24 hr. cameras. Pets will be unattended:**
Mon/Fri. from: 9:00PM-8:00AM Sat/Sun from:7:00PM-10:00AM
Maximum number of overnight stays to be determined by Animal Services.
 - **NOTICE TO NEIGHBORS:** Rosen stated
 - 200 "Encino PLU Notice To Neighbors" by direct mail to residents within the 500 ft. property radius,
 - Hung 100 "Notice To Neighbors" in neighborhood
 - E-MAIL BLAST- in excess of 500

MOTION #4/A

by: Michael Kaufman 2nd by: John Arnstein

"Move that we support the project as presented with the letters of support from neighbors subject to the approval of Animal Services and the Planning Department."

VOTE: For (7) Against (0) Abstain: (0) UNANIMOUS SEND TO CONSENT CALENDAR

- B. 16624 VENTURA BLVD. (Old Uncle Chen's) Restaurant Remodel-
CASE: DIR 2011-158: Demo of 490 sqft & construction of 2790 sqft to existing restaurant
Presentation by: Greg Taylor

DISCUSSION :

TAYLOR: There will be shared parking with Bank of America (owns both properties). Increase parking to 47 spaces. Parking entrance to restaurant is off Ventura.

SILVER: Does this project fit in with the design guidelines.

TAYLOR: Will have tinted glass, outdoor sitting, could be splitting the property - may have two restaurants.

ROSENBLOOM: Panera Bread looking to lease a portion of the property.

TAYLOR: Planning Dept. only required project be presented to EDAC. No other requirement.

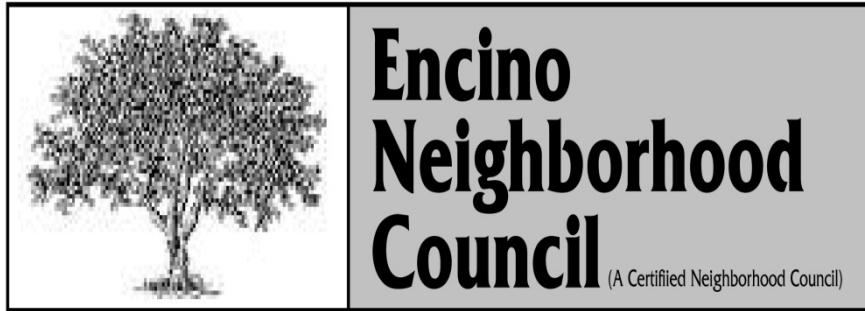
MOTION #4/B: By: Kobi Mosses 2nd By: Michael Kaufman

"Move to support the project as presented"

NO PLU MOTION NECESSARY.

- C. **ARCHITURAL GUIDELINES:** Motion tabled at ENC, referred back to PLU;
Committee Discussion:
EDAC (Encino Design Advisory Committee) APPLICANT'S FORM next page:

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E-DAC

Encino Design Advisory Sub-Committee

Established 2010

Board Members (5)

Diane Rosen, Laurie Kelson, Louis Krokover, Michael Kaufman,

Mission

The E-DAC acts to assure that buildings, structures, signs and other developments are of a good design, compatible with their surroundings, and in general contribute to the preservation of Encino as a place of beauty, spaciousness and quality.

Responsibilities, Jurisdiction, Authority

The sub-committee is responsible for conducting design review of new development and alterations for both residential and commercial projects in the community of Encino. We review proposed architectural style, materials, compatibility with the existing neighborhood character, aesthetic quality, signage, lighting, landscape and sustainable building practices. The sub-committee may approve as submitted, approve with conditions, disapprove or request redesign and re-submittal of any project

Composition

The subcommittee shall consist of five stake holders of the community. A minimum of one member shall be a licensed architect, one building professional and one lay person.

Architectural Review Check List

Notice to Applicants

I. The E-DAC shall review new construction, additions or remodel of an existing building, for both commercial and residential and make recommendations to the regulatory agencies having jurisdiction thereof. The Sub-Committee will review exterior elevations, landscaping, parking lots, mechanical equipment screening, and signs within the community of Encino.

II. The applicant, representative or legal owner familiar with the project must be present at both the E-DAC and PLU meetings. Those scheduled projects that do not have a representative will be considered withdrawn from the process, and no further action will be taken by E-DAC. It is the responsibility of the applicant to contact E-DAC when a postponement is requested or no representative was present for a scheduled agenda item.

III. The Sub-Committee may approve as submitted, approve with conditions, disapprove or request redesign and re-submittal of any project. A written decision will be sent to both the ENC/PLU and the Los Angeles City Planning Department.

REQUIRED APPLICATION MATERIALS FOR E-DAC (ENCINO DESIGN ADVISORY COMMITTEE) REVIEW

I. Completed Application for E-DAC Review. All the information requested on the application must be provided.

II. Copy of Application fee paid to the City of Los Angeles. (If required, pending city council approval)

III. Two sets of collated plans are required. Plans shall be one-half size, e.g. 11" x 17". In addition, one size set of architectural plans are required.

1. PLOT PLAN: Must be of adequate scale to show dimensions and size of each lot to be built upon or otherwise used. Show:

- (a) The size, shape, location and use of existing and proposed buildings.
- (b) The locations and layout of parking areas including; parking spaces, driveways, walls and fences.
- (c) Trash enclosures.
- (d) Streets and alleys.
- (e) Existing adjacent buildings, street trees, street lights, sidewalks and hydrants.
- (f) The location of all mechanical equipment to be placed outdoors in public view.

2. DIMENSIONED EXTERIOR ELEVATIONS: Show all sides of proposed structure and adjacent existing buildings. For additions to existing buildings show both proposed and existing exterior elevations. Elevations must show all proposed exterior colors and materials for windows, frames, doors, trim, roofing, mechanical equipment screening, fences and walls, and all other building features. Elevations of all mechanical equipment and mechanical equipment screens, as well as trash enclosures shall be included on plans submitted for E-DAC approval.

3. ROOF PLAN: Show placement of all roof top structures, equipment, and enclosures and indicate height.

4. LANDSCAPE PLANTING PLAN: Indicate the location, species, common name and sizes of proposed trees, shrubs and groundcover. All existing trees and major shrubs shall be indicated noting which plants to be removed or retained.

5. LANDSCAPE ELEVATIONS: Show planting superimposed on building elevations at two years maturity growth with plants labeled.

6. PHOTOS: Two sets of color photographs showing the entire building and site, adjacent buildings or properties. And, if new signage is proposed, all existing signage and proposed sign locations. Include the same information for adjacent properties. Photographs must be labeled and mounted on letter or legal size paper.

7. FORMAT: The E-DAC only gives recommendations regarding building design, color and materials for new projects or remodeled projects. Applicants are required to provide at the meeting, samples for building finishes, color chips, and other prominent materials used in the overall design. Because material boards are often oversized and bulky, please provide, in writing, a reference guide

indicating color and material choices on a sheet/board no larger than 11" x 14" and no thicker than 1/4", or on the plans. This material reference guide shall be submitted with the plans as part of the application. **

EDAC STATEMENT OF INTENT - REGARDING GUIDELINES

Michael Kaufman, AIA: ENC Board Member, ENC /PLU Committee Member

In an effort to maintain and improve the quality of architectural design in Encino a sub committee of the PLU was established last year called the Encino Design Advisory Sub-Committee or EDAC that Sub-Committee is composed of Diane Rosen, Laurie Kelson who is not here, Louis Krokover and myself (Michael Kaufman).

For four months the EDAC researched and evaluated Architectural Guidelines for the cities of Pasadena, Glendale, Santa Monica, Scottsdale, and Los Angeles. That research led us to the following conclusions: The preparation of professional quality architectural guidelines, such as those used by other small independent cities, would cost hundreds of thousands of dollars and therefore is non-practicable for a small volunteer organization.

Numerous Architectural design guidelines already exist for the Encino Neighborhood. They include the Ventura Cahuenga Blvd. Corridor Specific Plan, the Mulholland Scenic Parkway Specific Plan, the Encino Streetscape Plan and Design guidelines, the City of Los Angeles Residential Design Guidelines, the City of Los Angeles Commercial Design Guidelines, the City of Los Angeles Urban Design Principles, and the City of Los Angeles Walkability Checklist. All of the above Architectural Guidelines provide specific recommendations for achieving high quality design in our community without resorting to arbitrary and capricious bands and/or selections of particular architectural styles.

In as much as numerous thoroughly reviewed high quality architectural guidelines already exist for the Encino Neighborhood, the EDAC concluded that the task was not to re-invent the wheel by creating new possibly inferior and legally questionable guidelines, but to create a streamline design review process whereby the EDAC can assist property owners and designers in achieving the integration of their own design goals with the objectives of the existing architectural guidelines for the Encino Neighborhood.

Based upon the review of submitted architectural design documents the EDAC makes recommendations to regulatory agencies regarding the compatibility of projects with the goal of preserving Encino as a place of beauty, spaciousness, and quality. The document in your package which has been provided to the Board describes the objectives of the Architectural and Landscape Design Review, the composition of the Review Panel, the Review Process, the required submittal materials, the design elements that will be reviewed, and the possible outcomes of the review.

Therefore I move that the PLU adopt these EDAC Architectural Review Guidelines

MOTION #4/C

By: Michael Kaufman 2nd By: Diane Rosen

"I move that the PLU adopt these (above) EDAC Architectural Review Guidelines

DISCUSSION:

- **SILVER: This sub-committee does not comport with the City's requirements for a Design Review Board.**

- **ELIOT COHEN:** Would like to see a more detailed list of standards be required by EDAC. Definitive criteria are required as a set of standards.
- **DAVID HUDGINS:** Compatibility to adjacent and surrounding buildings.
- **SILVER:** Reading from Mulholland/Cahuenga Blvd. Corroder Specific Plan. stating that we need similar requirements.
- **MOSESS:** Only quality of materials and workmanship should be considered.
- **ARNSTEIN:** We are concerned with not getting a project built *on the cheap*. How do we define quality?
- **KAUFMAN:** Architects look at projects quality differently, they look at: massing, scale, proportion, performance, the criteria is found in the Ventura Blvd Guidelines.
- **ARNSTEIN:** Want a chance to see these materials and study them.
- **KAUFMAN:** Appropriate materials, difficult to define.
-

MOTION #4/CBy: Michael Kaufman 2nd By: Kobi Mosses

“I move that the PLU adopt these EDAC Architectural Review Guide lines -with the friendly amendment by Kobi Mosses that there are 2 architects on the EDAC Committee as opposed to just one”.

VOTE: For (6) Against (1) Abstain: (0) MOTION PASSED

5. **INFORMATION ITEMS:** Information items will be allowed 10 minutes for discussion and 10 minutes for questions.
 - A. 16817 VENTURA BLVD. MERMAID-CAFÉ ENTERTAINMENT: Police Permit Update
No report
 - B. LOS ANGELES CITY PROPOSED COMMUNITY CARE ORDINANCE Case No. CPC-2009-800-CA ENV-20090801-ND COUNCIL FILE: 07-3427
No report
 - C. 15800 VENTURA BLVD. LAND ROVER: South Valley Planning Commission Hearing Feb 27, 2011. Update by David Hudgins:
1500 gallon above ground gas tank moved to East side of parking lot
6. **OLD BUSINESS:**
 - A. VENTURA/CAHUENGA BLVD. CORRIDOR SPECIFIC PLAN SIGN REGULATION SUMMARY:
By JOHN ARNSTEIN: Bifold Signs on Ventura used for advertising businesses are not up to code
ROSEN: PRB would like each Council along the Blvd. to distribute the new flyer.
7. **NEW BUSNIESS: INFORMATION ONLY – NO VOTE**
None
8. **PUBLIC COMMENTS:** Comments from the public on non-agenda items within the Board’s jurisdiction.
None
9. **BOARD MEMBER COMMENTS:** Comments from the Board on subject matters within the Board’s jurisdiction.
None
10. **ADJOURNMENT:** Meeting was adjointed at: 9:12 PM

Minutes taken by:

David Hudgins,

ENC Board Member, Area 7 Rep.