



Officers:  
Alex Garay • President  
Victoria Miller • Vice-President  
Glenn Bailey • Secretary  
Pat Bates • Treasurer  
Henry Eshelman • Sergeant-at-Arms

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**NOTICE AND AGENDA  
ENCINO NEIGHBORHOOD  
COUNCIL  
GENERAL BOARD MEETING  
MINUTES**

**Wednesday, October 25, 2023 @  
7 pm**

**Meet and Greet @ 6:30pm**

**Encino Woman's Club  
4924 Paso Robles Ave.  
Encino, CA 91316**

**Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion. Public wishing to speak on non-agenda items will fill out a speaker card and turn it in to the Secretary.**

**The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.**

**A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of one minute per item and five (5) minutes per meeting. Members of the public who want to speak on multiple agenda items for up to five (5) minutes at one time can choose to speak during the Multiple Agenda Items Comment period. When turning in the speaker card, indicate which items you wish to speak on. Otherwise comments from the public on agenda items will be heard only when the respective item is being considered. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comment. Please be aware that time accumulates for any agenda items commented on.**

**Comments from the public on matters not appearing on the agenda that are within the Board's jurisdiction will**

be heard during the General Public Comment period. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless the presiding officer of the Board decides differently.

**Encino Neighborhood Council Board Members**

Joshua Sautter Area 1 Rep	Vacant Area 2 Rep	Vacant Area 3 Rep	Robert Wenger Area 4 Rep	Diane Rosen Area 5 Rep
Laure Stevens Area 6 Rep	Andrew Zucker Area 7 Rep	Heather Michaels At-Large Rep	Henry Eshelman At-Large Rep	Alex Garay Apt/Condo Rep
Victoria Miller Business Rep	Kelvin Tolbert Business Rep	Vacant Education Rep	TBD Encino Chamber Rep	Laurie Kelson EPOA Rep
TBD HOME Rep	Glenn Bailey Park/Advocate Environment Rep	Matthew May PLU Rep	Samuel Apikyan Public Safety Rep	Anni Keusseyan Religious Rep
Patricia Bates Volunteer Rep	Vacant Youth Rep			

**Encino Neighborhood Council Alternates**

Dana Frances Caruso Area 1 Alt	<b>Vacant</b> Area 2 Alt	<b>Vacant</b> Area 3 Alt	Vacant Area 4 Alt	Vacant Area 5 Alt
<b>Roy Nwaiser</b> Area 6 Alt	Vacant Area 7 Alt	Varant Majorian At-Large Alt 1	Vacant At-Large Alt2	<b>Vacant</b> Apt/Condo Alt
<b>Daniel Kashani</b> Business Alt 1	<b>Vacant</b> Business Alt 2	<b>Vacant</b> Education Alt	Vacant Encino Chamber Alt	Vacant EPOA Alt
TBD HOME Alt	Vacant Park/Advocate Environment Alt	Athena Novak PLU Alt	<b>Vacant</b> Public Safety Alt	<b>Vacant</b> Religious Alt
<b>Vacant</b> Volunteer Alt				

- **Call to Order. Start recording. Roll call. determination of quorum. CALL TO ORDER 7:05PM**

**Reports from Public Officials/Departments/Community Agencies, not limited to:**

- **LAPD, Senior Lead Officer Walia, [34024@lapd.online](mailto:34024@lapd.online) (818) 374-7634**  
**OFFICER WALIA – Burglar arrested with a wifi jammer. Made recommendations for securing our homes. Wifi back-up battery.**
  - **Package thefts are up in Encino. Overall crime up in Encino. 877-ASK-LAPD**
- **LA Fire Dept. Battalion 10 – New Captain introduction**
- **Councilmember Nithya Raman: Emma Taylor, Emma Taylor**
- **Louise Ave. Vision Plan**
- **Encino Hills Traffic Survey is now open. Outreach happening now.**
- **Short term rentals enforcement, working on a plan.**
- **Denise Allen Metropolitan Water District presentation. Sepulveda Feeder – Urgent Redlines Project repairing pipelines. Construction Dates March / April 2024. Anticipating low impact to immediate residents / community. No street closures / lane closures only.**
- **Matthew May sworn in for Planning and Land Use seat. Latoyia Jackson Area 3 Rep.**
- **Roy Nwaiser seated as Alt public safety seat.**

- **Department of Neighborhood Empowerment: Dina Andrews** [Dina.Andrews@lacity.org](mailto:Dina.Andrews@lacity.org)  
Reviewed monthly updates / SV411 next steps.

**Metropolitan Water District of Southern California – Densie Allen (213) 217-5553.**

**Budget Advocates: Glenn Bailey – Working on November Report. LA – See website for more info**  
[www.Budgetadvocates.org](http://www.Budgetadvocates.org)

- **Multiple Agenda Items Comment.** Comments by members of the public who wish to speak on multiple agenda items shall be allowed to speak for up to one minute per item up to a total of five (5) minutes per meeting. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments. This comment period includes comment on all numbered agenda items including public officials' reports.
- **General Public Comment on Non-Agenda Items** – Public comments on non-agenda items within the ENC's subject matter jurisdiction is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion.
- Consideration of any applications received for open positions:  
**Application received – Voting for Latoyia Jackson Area 3 Rep. Is Voted In.**
- **Seating of Alternates:** The chair will appoint eligible Alternates with affirmation of the board. Discussion and Possible Action. Per the ENC Bylaws (Article V, Section 1D.1): "If at any Board meeting, a Representative who is absent either (a) has no designated Alternate or (b) has an Alternate who is also absent, then the president or presiding officer may, with the approval of a majority of the members entitled to vote at the meeting, designate an existing Alternate for any other Representative to serve and vote during the meeting in place of the absent Representative. In such an instance, the seat of any absent Representative temporarily becomes an At-Large Seat. **The appointed Alternate must be in good standing with all required training to be eligible.**"
- **Officer's Report:**
  - A. President's Report –
    - Adding council file numbers CF 23-1114 & CF 23-1113 to motion passed at the September 27, 2023 ENC Regular Board Meeting, agenda item 10C.
    - Next regular board meeting will be December 6, 2023
  - B. Vice-President's Report –
  - C. Treasurer's Report Budget Items to approve:  
**Motion to approve the [SEPTEMBER MER](#) - Motion to approve the Sept MER. Role call Vote. Passed 15/0. Motion Passes.**  
**Motion to approve...**
  - D. Secretary's Report:
  - E. Sergeant-at-Arms Report
- **NEW BUSINESS - FUNDING:**
  - A. **Revised Budget – Motion to recommend the ENC board approve the first revision of the [ENC 2023-2024budget](#) with the modification to include up to \$1000 for Facebook boost charges (Pat/Henry 3yes 0 abstentions 0 no) **Vote 15/0****

- B. NPG Request: Students Run LA – Motion to recommend the ENC board approve a [Neighborhood Purposes Grant Request](#) from Students Run LA in the amount of \$750 to cover some expenses of a Nov. 11, 2023 LA River cleanup in Encino, subject to clarification of who their partner in the project is and clarification of the location in the cover letter (clarifications were received and included in the final NPG request) (Henry/Pat 3 Yes 0 Abstentions 0 No)

**Motion to approve: Vote 15/0**

- NEW BUSINESS CONSENT ITEMS: *Items 9A. thru 9C. all passed their respective committees with full consent, following discussion by committee members and the public. Public comment was taken on all of the following consent items in committee. Unless a board member pulls an item, items 9A. thru 9D. will be deemed approved unanimously by the Encino Neighborhood Council. If an item is pulled, the remaining consent items will pass by consent and the pulled items will be discussed in the order on the agenda.*

**Passed by the Board**

(Executive Committee)

- A. Ventura/Cahuenga Planning Review Board:

- B. It is critical that Encino regain its seat on the PRB, the ENC previously requested that membership on the PRB move to community based rather than by council district and now we should reintroduce our motion with more specific language. **MOTION: The ENC's Executive Committee recommends that the board support that the Ventura/Cahuenga PRB should have two representatives from Cahuenga, Studio City, Sherman Oaks, ENCINO, Tarzana, and Woodland Hills, plus a Mayor's appointee. Passed: 5 (Y), 0 (N), 0 (A) Passed by the Board**

- C. VNY – Motion in support of September 2023 Community Presentation on VNY Airport Plan.

**MOTION: "Whereas the Van Nuys Airport Citizens Advisory Council (CAC) on October 3, 2023 adopted a "6 Steps to Success" process diagram for re-directing the Vision Study, and since this process is consistent with the CIS adopted by the ENC on September 27, 2023, ENC is hereby indicating its support of the "6 Steps to Success" process diagram contained in the CAC October 3, 2023 adopted motion, and recommends that the Mayor of Los Angeles, the City Council, the Board of Airport Commissioners, and Los Angeles World Airports be advised to consider adopting this 6 Steps to Success process going forward for the benefit of communities impacted by Van Nuys Airport". Passed: 5 (Y), 0 (N), 0 (A)**

**Passed by the Board**

(PLU Committee)

- D. Conditional Use Permit – Chick-Fil-A.

**MOTION: The ENC's Planning and Land Use Committee recommends that the board supports the neighborhood's proposed findings that the Zoning Administrator determine that:**

- 1) The Traffic Mitigation implemented by Chick-Fil-A and the City of Los Angeles has not substantially eliminated the adverse traffic impacts and other adverse impacts on the adjacent neighborhood; and**
- 2) In accordance with Condition 50 on the 2020 Plan Approval adopted by the South Valley Area Planning Commission, the Zoning Administrator should initiate revocation of the**

**Drive-Thru Conditional Use Permit (CUP) pursuant to LAMC Section 12.27.1**

**Passed: 7 (Y), 0 (N), 0 (A)**

- **New Business:**

- A. **4954 Encino Avenue Conditional Use Permit** – The ENC’s PLU Committee discussed the application for a Conditional Use Permit to convert a residence into a House of Worship at 4954 Encino Avenue.

Case summary and documents:

<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjM0ODk00>

**Following discussion the following motion was voted on - MOTION: *The ENC’s Planning and Land Use Committee recommends that the ENC Board request the Zoning Administrator to DENY the request for Conditional Use Permit to convert the single family home to a house of worship based on the following facts:***

- 1) **That the Applicant has operated his house of worship illegally since 2019**
- 2) **That the Applicant failed to cease illegal use even after being cited by the City in April 2019**
- 3) **That the Applicant then failed to comply with his own agreed-upon operating conditions in an agreement with the Neighbors**
- 4) **That the Applicant then failed to comply with Court Orders as to operating conditions set forth in the Court Judgement dated June 21, 2023**

**In the event the Zoning Administrator disregards such continuous violations of the Court Judgement and agreed upon operating conditions for synagogue use, any CUP approval shall include the same agreed-upon conditions as set forth in the Court Judgement.**

**Passed: 7 (Y), 1 (N), 0 (A)**

**Voted to Approve Motion 15/0**

- B. **Board Restructure** – The Encino Neighborhood Council is officially filing forms to restructure the Board by reducing the number of board representative seats from 22 to 18. In addition, there would be a total of 10 board alternate board seats instead of 23. The total board would be 18 representatives with a quorum of 9 required.

The new board structure would be:

-Area Representatives (Areas 1, 2, 3, 4, 5, 6, 7) : 7 total + 7 Alternates

-Planning & Land Use Representative: 1 total

-Parks & Environment Representative: 1 total

-Business Representatives: 2 total

-At Large: 3 total

-Community Grass Roots Representative: 1 total

-Homeowners/Condo Representative: 1 total

-Renters Representative: 1 total

-Youth Representative: 1 total + 1 Alternate (the Youth Representative would be a voting board member)

-Ranked Alternate Seats: 3 total \*taken from a pool of runners up from election for all seats (besides

Area Representatives and Youth Representative), ranked in order of vote counts (open Alternate Seats could also be filled by application after the election)

**MOTION: The ENC's Executive Committee recommends that the board support the recommendation presented by the Bylaws committee and approve the board restructure as presented. Passed: 5 (Y), 0 (N), 0 (A)**

- **Board Member comment on non-agenda items.**
- **Adjournment**

**Available ENC Representative Positions:**

- **Open Board positions in the Encino Neighborhood Council. Open Positions Include: Area 2 Rep (1), Area 2 Alt (1), Area 3 Alt (1), Area 4 Alt (1), Area 5 Alt., Area 7 Alt., Apartment/Condo Alt (1), Business Rep Alt (1), Education Rep (1), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Youth Rep (1), Youth Rep Alt (1).**

**Next meeting: Wednesday, December 6, 2023, 7pm, Encino Community Center**

**Announcements: Please see the Encino NC [website](#) for announcements of other events and to join our mailing list. Following are Planning and Land Use Projects/Pending Cases:**

- **Oak Tree Inn, 17448 Ventura Blvd., housing for youths that are transitioning out of the foster care system. Details pending..**
- 17660 Ventura Blvd - Chick-Fil-A -Plan Approval (Review of Conditions) for Conditional Use to allow a Drive Thru where not otherwise allowed by Zoning Code.  
City Planning Case No. ZA-2017-4754-CU-SPPA-SPR  
**NOTE: A City Planning Public Hearing was held on September 12 and the initial decision is pending but subject to Appeals to the South Valley Area Planning Commission & recommendation from the ENC.**
- 17017 - 17031 Ventura Blvd (also on Genesta Avenue)  
5-Story Elder Care - Medical Offices  
Requests include "Exception" to the Ventura Boulevard Specific Plan and Zoning Deviations.  
City Planning Case No. CPC-2018-3286-VZC-SPE-ELD-SPPA-SPP-SPRZA-2021-2018-CUB-CU
- 17777 Ventura Blvd - Verdi Garden- Conditional Use Permit for full line of alcoholic beverages for existing restaurant that operates as a "Banquet Hall"  
City Planning Case No. ZA-2021-2018-CUB-CU  
**NOTE: Case on Hold - City termination letter sent July 2023.**

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's subject matter jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to one (1) minute per speaker per item, unless adjusted by the presiding officer of the Board or Committee. Consent items which have been unanimously approved by a public committee meeting are exempted unless pulled from the consent section by a

Board member.

**PUBLIC POSTING OF AGENDAS** - ENC agendas are posted for public review as follows: Glass display case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and Encino Community Center auditorium at 4935 Balboa Blvd, Encino, 91316, and digitally at [www.encinonc.org](http://www.encinonc.org) You can also receive our agendas via email by subscribing to L.A. City's Early Notification System: [Early Notification System \(ENS\)](#)

**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, assisted listening devices, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.encinonc.org](http://www.encinonc.org) 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 Alex Garay, Board President, at (747) 282-0450 or email via [president@encinonc.org](mailto:president@encinonc.org).

**RECONSIDERATION AND GRIEVANCE PROCESS** – For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <https://www.encinonc.org/page/viewPage/bylaws>

**NOTICE TO PAID REPRESENTATIVES** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**SERVICIOS DE TRADUCCIÓN:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Alex Garay, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico [president@encinonc.org](mailto:president@encinonc.org) para avisar al Concejo Vecinal.