



DEPARTMENT OF CITY PLANNING RECOMMENDATION REPORT

City Planning Commission

Date: December 21, 2017
Time: 8:30 a.m.
Place: City Council Chamber, 2nd Floor
14410 Sylvan Street
Van Nuys, CA 91401
Public Hearing: November 17, 2017
Appeal Status: N/A
Expiration Date: N/A
Multiple Approval: (none)

Case No.: CPC-2008-3470-SP-GPA-
ZC-SUD-BL-M2
CEQA No.: ENV-2008-3471-EIR, State
Clearinghouse No.
1990011055
Incidental Cases:
Related Cases:
Council No.: 3-Blumenfield
Plan Area: Canoga Park-Winnetka-
Woodland Hills-West Hills
Specific Plan: Warner Center 2035
Specific Plan
Certified NC: Woodland Hills-Warner
Center Neighborhood
Council
GPLU: Regional Commercial
Zone: Various
Applicant: City of Los Angeles
Representative: Jonathan A. Hershey, AICP
Senior City Planner

PROJECT LOCATION: Warner Center 2035 Specific Plan, Woodland Hills.

PROPOSED PROJECT: Create the Warner Center 2035 Specific Plan Implementation Board, pursuant to section 10.1 of the Warner Center 2035 Plan.

REQUESTED ACTION: Approve and Recommend that the proposed Ordinance be adopted, creating the Plan Implementation Board, pursuant to Section 10.1 of the Warner Center 2035 Specific Plan.

RECOMMENDED ACTIONS:

- 1) Recommend that EIR-2008-3471-EIR, State Clearinghouse No. 1990011055, certified by City Council on April 24, 2013, be considered as the environmental action for this project.
- 2) Approve and Recommend that the proposed Ordinance be adopted, creating the Plan Implementation Board, pursuant to Section 10.1 of the Warner Center 2035 Specific Plan.

VINCENT P. BERTONI, AICP
Director of Planning


Craig Weber, Principal City Planner


Jonathan A. Hershey, AICP, Senior City Planner
Telephone: (213) 978-1337

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PROJECT ANALYSIS

Project Summary

In 2013, the Warner Center 2035 Specific Plan was adopted by City Council, refining the regulations for the development and use of property within Warner Center, a regional commercial center located within the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan area.

Section 10.1 of the Specific Plan calls for the adoption of an ordinance, creating a Plan Implementation Board to assist in the coordination of various public improvements throughout the plan area. The Specific Plan requires that the ordinance address the Appointment of Members, Composition of Members, Quorum, Action, Terms, Expiration of Terms, Vacancies, Meeting Schedule, Responsibilities, and Elections.

Section 8.3 of the Plan established a Neighborhood Protection Program, and calls for the appointment of a committee to make recommendations and assist in the implementation of goals and objectives of the Program. This committee and its functions are compatible with the functions of the Plan Implementation Board and is therefore proposed to be incorporated into the Board as one of its functions.

The proposed ordinance fulfills the requirements of Section 10.1 of the Specific Plan.

Inasmuch as the proposed ordinance fulfills a requirement of a previously adopted ordinance (Warner Center 2035 Specific Plan), and no amendment to the General Plan, Community Plan, or Specific Plan are being requested in conjunction with it, this ordinance is presented for comment and recommendation only.

Background

In the Spring of 2016, Council District 3 invited Department of City Planning staff to a working group consisting of stakeholders from the Canoga Park, Warner Center, and Woodland Hills communities, to commence discussions on the formation of the Plan Implementation Board, pursuant to Section 10.1 of the Warner Center 2035 Specific Plan.

Over the course of several more working group meetings, Planning staff and community members discussed and further clarified the intent, responsibilities, and organization of the Plan Implementation Board. One significant topic of discussion was the degree of autonomy and fiscal control the Board would be authorized to exercise as a part of this operation.

Section 10.1 of the Plan contemplated a public-private corporation or other entity to take a lead role in implementing the vision for public improvements, such as streetscape, roadway, and transit improvements specified in the Specific Plan.

As proposed, the Plan Implementation Board is an advisory body, supported by the cooperation of the Departments of Public Works, Transportation, and City Planning.

Despite the necessary limitations on the scope and responsibility of this organization, the proposed ordinance creates a Plan Implementation Board that remains capable of fulfilling its primary objectives.

Section 8 of the Warner Center 2035 Specific Plan calls for the formation of a committee to implement the Neighborhood Protection Program described in the Plan. This committee is not required to be formed through an ordinance, like the Plan Implementation Board. The committee has not yet been formed. As proposed, this committee would be a Standing Committee within the Plan Implementation Board.

The Plan Implementation Board will be composed of nine members, each serving three-year terms, appointed by the local City Councilmember, and represent prominent community organizations such as the Woodland Hills-Warner Center Neighborhood Council, the Warner Center Association, and the West Valley-Warner Center Chamber of Commerce, and individual members from the broader Warner Center community. The ordinance defines the Board's primary responsibilities, the roles and responsibilities of their Executive Officers, how meetings and notice of those meetings are to be conducted, voting requirements, the formation of committees, and how to adopt bylaws and/or standing rules.

In order to allow the Plan Implementation Board the greatest degree of self-direction, the ordinance does not provide finer details about its day-to-day operations or all decision-making processes. The proposed ordinance allows for the Board to develop and utilize their own Bylaws and/or Standing Rules to supplement the ordinance so that the Board may decide and set the appropriate standards and procedures. Prior to enactment of such bylaws or rules, they would be made available for review and comment by the Departments of City Planning, Transportation, Public Works, and the Councilmember. Such bylaws, standing rules or procedures must be consistent with the ordinance.

Issues

Throughout preparation of the proposed ordinance, Planning staff received good and useful comments on the structure and functioning of the Plan Implementation Board. Many of those ideas have been made a part of the resulting ordinance. Several of those suggestions, which were not incorporated into the proposed ordinance, deserve some further explanation.

Board member removal. As proposed, removal of a Board member from the Plan Implementation Board is at the discretion of the City Councilmember. It has been opined that the procedures and terms under which a Board member is removed from the Board should be determined by the Board through the Bylaws process.

Inasmuch as all Board members receive their appointment to the Board through the Councilmember, their removal from the Board remains at the discretion of the Councilmember. However, the proposed ordinance was purposefully left undefined as to the circumstances and process by which removals would be recommended to the Councilmember. As suggested, the Board would be encouraged to adopt bylaws to further refine this process and determine how best to govern their membership.

Selection of the President and Vice-President of the Board. As proposed, both of these Officers are required to be selected from the Board membership, and receive these responsibilities through an affirmative two-thirds vote of the Board membership. It has been suggested that requiring such a high threshold will hinder the Board's ability to successfully appoint these Officers.

The full Plan Implementation Board membership consists of nine individuals. A simple majority of that membership consists of five individuals, and two-thirds of the membership equates to six individuals. While there does not appear to be a significant or substantial difference between requiring either five or six supporting votes, it is a necessity that both of these Officers maintain a high degree of confidence among the Board members to conduct their responsibilities. Requiring a sixth vote in support of a candidate ensures that more than a majority of Board members have confidence in the candidate's abilities to fulfill their role.

Quorum and Voting. As proposed, a quorum of the Board is necessary in order for a vote on a motion to take place, and in order for a motion to pass, a majority vote in favor of the motion must be secured. In the proposed ordinance, a quorum is defined as "a simple majority of the full Board membership." Further, "a majority vote of the full Board membership shall be required to pass a motion."

In other words, a minimum of five Board members (of the nine total Board members) must be present in order for a vote to take place, and five affirmative votes (a majority of the full Board membership) must be cast in order for a motion to pass.

There is concern that requiring a quorum to be a majority of the full Board membership will result in many meetings not taking place due to lack of present Board members, and subsequently, an inability of the Board to carry on with its responsibilities. The suggested alternative is to set a quorum as the number of Board members present for the meeting, with actions needing a majority affirmative vote of those Board members present.

While the concern of obtaining and maintaining the minimum necessary number of Board members present at each meeting is a real one, the suggested alternative can result in as few as a single present Board member taking actions on behalf of the entire Board membership. If the ordinance were to instead maintain the proposed definition of a quorum (five of nine members), but only require a majority of the present Board members to support a motion, an action on behalf of the Board could be made with as few as three Board members. This arrangement would likely decrease the number of instances where Board is unable to act, but still results in one-third of the full Board membership taking actions on behalf of the Board.

The proposed definitions for quorum and the minimum number of affirmative votes necessary to pass a motion are essentially the same standards which govern City Council and the City Planning Commission. These standards ensure that all motions require an affirmative vote of the full majority of the membership in order to pass.

Bylaws and Councilmember Review/Veto. As proposed, the Councilmember maintains a “line-item” veto over bylaws that are adopted by the Plan Implementation Board: “... the Councilmember may veto in whole or in part ... by drawing a line through the new or amended text ... and all remaining text shall become effective upon expiration of the review period.” It is suggested the proposed veto authority may result in the inability of the Board to function, and that the review of adopted Bylaws and amendments by the Councilmember should be limited to ensuring consistency with the proposed ordinance.

The proposed ordinance contains the minimum necessary regulation to ensure successful functioning of the Board. Some details, not critical to the functioning of the Board, have been omitted from the ordinance so that the Board can determine how best to address them through the adoption of bylaws, standing rules, or procedures. If no bylaws, standing rules, or procedures are adopted, the Plan Implementation Board would still be able to function and carry out its responsibilities. It is necessary that the Councilmember, along with other reviewing City Departments, have an opportunity to ensure that proposed bylaws do not exceed the authority or limitations of the ordinance, or create a situation that results in bias, conflict, or over-commitment.

Conclusion

The proposed ordinance fulfils the basic requirements for the formation of the Plan Implementation Board, as set forth in Section 10.1 of the Warner Center 2035 Specific Plan. As required, the proposed ordinance addresses the appointment of members, composition of members, quorum, action, terms, expiration of terms, vacancies, meeting schedule, responsibilities, and elections, all as outlined in Section 10.1.

FINDINGS

CEQA Findings

Pursuant to the California Environmental Quality Act (CEQA), the project was assessed in the Warner Center Specific Plan Update EIR Case No. ENV-2008-3471-EIR, State Clearinghouse No. 1990011055, and certified on April 24, 2013.

PUBLIC HEARING AND COMMUNICATIONS

A public hearing was conducted on Friday, November 17, 2017, at the Marvin Braude San Fernando Valley Constituent Services Center. The hearing was conducted by Department of City Planning staff, acting in the capacity of a Hearing Officer. The hearing was attended by four members of the public and a Planning Deputy for Council District 11. Oral and written comments were received at the hearing and were generally supportive, with suggestions on technical corrections and improvements that could be made to the proposed ordinance. Some of these comments and suggestions have been incorporated into the proposed ordinance.

Copies of those written communications received at the hearing have been attached for reference.

Case No. CPC-2008-3470-SP-GPA-ZC-SUD-BL-M2

Exhibit A

Environmental Clearance

ENV-2008-3471-EIR

State Clearinghouse No. 1990011055

CITY OF LOS ANGELES

CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

JUNE LAGMAY
City Clerk

HOLLY L. WOLCOTT
Executive Officer

When making inquiries relative to
this matter, please refer to the
Council File No.

Office of the
CITY CLERK

Council and Public Services
Room 395, City Hall
Los Angeles, CA 90012
General Information - (213) 978-1133
Fax: (213) 978-1040

SHANNON HOPPES
Council and Public Services
Division

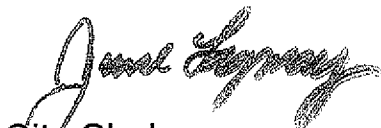
www.cityclerk.lacity.org

April 24, 2013

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council File

No. 13-0197, at its meeting held April 23, 2013.



City Clerk
kw

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4/23/13

TO THE COUNCIL OF THE
CITY OF LOS ANGELES

FILE NO. 13-0197

Your **PLANNING AND LAND USE MANAGEMENT** Committee

reports as follows:

ENVIRONMENTAL IMPACT REPORT, STATEMENT OF OVERRIDING CONSIDERATIONS, PLANNING AND LAND USE MANAGEMENT COMMITTEE REPORT, and RESOLUTION relative to a General Plan Amendment for the Warner Center (WC) 2035 Specific Plan, bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, Topanga Canyon Boulevard to the to the west.

A. Recommendations for Council action:

1. CERTIFY that the Environmental Impact Report (EIR) (EIR No. ENV-2008-3471-EIR; State Clearing House No. 1990011055) has been completed in compliance with the California Environmental Quality Act, the State Guidelines and the City Guidelines and that the City Council has reviewed the information contained therein and considered it along with other factors related to this project; that this determination reflects the independent judgment of the City of Los Angeles; and that the documents constituting the record of proceedings in this matter are located in Council file No. 13-0197 in the custody of the City Clerk and in the files of the Department of City Planning in the custody of the Environmental Review Section; and ADOPT the EIR.
2. ADOPT the FINDINGS made pursuant to and in accordance with Section 21081 of the Public Resources Code and the Statement of Overriding Considerations prepared by the Department of City Planning (DCP).
3. ADOPT the FINDINGS of the Los Angeles City Planning Commission (LACPC), including the Environmental Findings, as the Findings of the Council.
4. ADOPT the accompanying RESOLUTION, as recommended by the Mayor, the Director of Planning and the LACPC, APPROVING the proposed General Plan Amendment General Plan Amendment to the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan, Transportation Element, as part of the General Plan of the City of Los Angeles (as shown in the exhibits attached to the Council file) for the development of the WC 2035 Specific Plan, bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, Topanga Canyon Boulevard to the to the west. The WC 2035 Specific Plan has been developed to address: 1) previously identified concerns, 2) the environmental analysis required by the 1993 Specific Plan, and 3) new planning and regulatory requirements associated with sustain ability and reducing regional greenhouse gas emissions.

Applicant: City of Los Angeles

Case No. CPC-2008-3470-SP-ZC-GPA-SUD

5. INSTRUCT the DCP to update the General Plan and appropriate maps pursuant to this action.
6. APPROVE the DCP technical changes dated February 19, 2013 (attached to the Council file) with the following amendment:

Revise Technical Correction No. 12 to read as follows: Clarify Section 6.1.2.3.7, Activity Nodes, to bring it into consistence with the LACPC approved map, including Victory Boulevard and De Soto Avenue as a node.
7. APPROVE the request to eliminate value limitation for remodeling projects and not limit remodeling exemptions to investments that are less than 50 percent of the replacement cost.
8. REQUEST the City Attorney to prepare and present ordinances to:
 - a. Include requested rezoning actions to: effect changes of zone and height district for the WC Specific Plan area, adopt the WC 2035 Specific Plan, replace the existing designation of WC Warner Center Specific Plan Zone to its revised designation of the WC CL (College), CO (Commerce), DT (Downtown), NV (North Village), PK (Park), RV (River), TP (Topanga), and UT (Uptown) Zones, and repeal and replace existing WC Specific Plan (Ordinance No. 174061), for the area generally bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, Topanga Canyon Boulevard to the to the west.
 - b. Amend the Los Angeles Administrative Code to establish the WC Mobility Trust Fund and WC Cultural Arts Trust Fund.
 - c. Establish the WC Signage Supplemental Use District.
9. ADVISE the applicant that, pursuant to California State Public Resources Code Section 21081.6, the City shall monitor or require evidence that mitigation conditions are implemented and maintained throughout the life of the project and the City may require any necessary fees to cover the cost of such monitoring.
10. ADVISE the applicant that, pursuant to State Fish and Game Code Section 711.4, a Fish and Game Fee and/or Certificate of Fee Exemption is now required to be submitted to the County Clerk prior to or concurrent with the Environmental Notice of Determination filing.

B. SUBMITS WITHOUT RECOMMENDATION, the following:

1. Clarify Section 6.1.2.3.7, Activity Nodes, to bring it into consistence with the LACPC approved map, including Victory Boulevard and Owensmouth Avenue as a node.
2. Allow for director signoff, in the Uptown and Downtown districts, for signs over 75 feet rather than requiring a Project Permit for such signage, to encourage attracting tenants without unnecessary delays for discretionary approvals.
3. Allow the definition of interior signs to cover courtyards where no vehicles are

permitted, as elsewhere in the City, even if open to pedestrians.

Fiscal Impact Statement: The LACPC reports that there is no General Fund impact, as administrative costs are recovered through fees.

Community Impact Statement: None submitted.

TIME LIMIT FILE - APRIL 30, 2013

(LAST DAY FOR COUNCIL ACTION – APRIL 30, 2013)

Summary:

At the public hearing held on February 19, 2013, the PLUM Committee considered a General Plan Amendment for the Warner Center (WC) 2035 Specific Plan, bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, Topanga Canyon Boulevard to the to the west. Staff from the DCP gave the Committee background information on the matter. Members of the public and staff from the Council Office also spoke.

After an opportunity for public comment, the Committee recommended that Council approve as amended: the reports from the Mayor, Director of Planning, and the LACPC regarding the EIR, the Statement of Overriding Considerations; the Resolution for the proposed General Plan Amendment to the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan, Transportation Element, as part of the General Plan of the City of Los Angeles (as shown in the exhibits attached to the Council file) for the development of the WC 2035 Specific Plan, bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, Topanga Canyon Boulevard to the to the west. The PLUM Committee also amended and approved the technical corrections submitted by the DCP, approved some of the requests submitted by Latham and Watkins LLP on February 19, 2013, and requested the City Attorney to prepare and present Ordinances to: include requested rezoning actions to: effect changes of zone and height district for the WC Specific Plan area, amend the Los Angeles Administrative Code to establish the WC Mobility Trust Fund and WC Cultural Arts Trust Fund, and establish the WC Signage Supplemental Use District. This matter is now submitted to Council for its consideration.

Respectfully submitted,

PLANNING AND LAND USE MANAGEMENT COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
REYES:	YES
HUIZAR:	ABSENT
ENGLANDER:	YES

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ADOPTED
AS Amended
APR 23 2013
See Attached Motion
LOS ANGELES CITY COUNCIL

- Not Official Until Council Acts -

MOTION

I HEREBY MOVE that Council RECEIVE and FILE part B of the Planning and Land Use Management Committee report.

PRESENTED BY _____
DENNIS P. ZINE
Councilmember, 3rd District

SECONDED BY _____
TOM LABONGE
Councilmember, 4th District

April 23, 2013

CF 13-0197

ADOPTED

APR 23 2013

LOS ANGELES CITY COUNCIL

RESOLUTION

WHEREAS, Warner Center is located in southwestern corner of the San Fernando Valley within the City of Los Angeles and specifically within the communities of Woodland Hills and Canoga Park.

WHEREAS, Warner Center is designated as a Regional Center within the City's Canoga Park-West Hills-Winnetka-Woodland Hills Community Plan.

WHEREAS, historically, the Warner Center is generally bounded by Vanowen Street to the north, the Ventura Freeway to the south, De Soto Avenue to the east, and Topanga Canyon Boulevard on the west. The area is comprised of approximately 924 acres or 1.5 square miles.

WHEREAS, the new Plan for the area will have a new name, the **Warner Center 2035 Plan** replacing the predecessor ordinance's name, the Warner Center Specific Plan and with the new name is a larger geographic boundary which generally includes the north side of Vanowen Street between the Los Angeles River to the north, Topanga Canyon Boulevard to the west and De Soto Avenue to the east.

WHEREAS, the predecessor ordinance for the area, 1993 Warner Center Specific Plan, provided a heavy-handed, overly restrictive regulatory framework which in many ways failed to create any downtown vision and was unsuccessful in achieving many of its core goals.

WHEREAS, the **Warner Center 2035 Plan** is a development guide for the Warner Center Regional Center Transit Oriented District without the heavy-handed restrictions.

WHEREAS, the new Plan will provide a blueprint to give the developer the certainty of what is permitted under the Plan and the community the certainty that a development will provide the necessary public benefits and mitigations prescribed by the Specific Plan ordinance.

WHEREAS, the new Plan, with the new name and a renewed attitude towards development, will embrace development as fundamental to supporting the regional transportation investment with the Orange Line and as a result creating a vibrant TOD area based upon sustainability, community connectedness, accessible public transit, and promotion of innovative businesses, job diversity, and a safe and friendly pedestrian environment.

WHEREAS, like the previous Specific Plan, the new Plan is essentially both the General Plan and the proposed permanent zoning controls for the area and as such, any development consistent with the rules for new development under the Plan will be in compliance with both the General Plan and zoning code.

WHEREAS, the new Plan, with its implementing tools, will guide development to the year 2035 permitting approximately up to 20,000 new dwelling units in 23,500,000 square feet of floor area and up to 14,000,000 square feet of non-residential floor area.

WHEREAS, **Warner Center 2035 Plan** will provide a comprehensive and clear process that will permit development to occur in order to facilitate the creation of an urban center where people can live, work, and play.

NOW, THEREFORE, BE IT RESOLVED, that the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan and the associated Transportation Element of the General Plan be amended.

BE IT FURTHER RESOLVED that the Final Environmental Impact Report has been found adequate to comply with the California Environmental Quality Act and the State and City Guidelines relating thereto and, that the City Council hereby certifies the Final Environmental Impact Report and instructs that a "Notice of Determination" be filed with the Los Angeles County Clerk and the Los Angeles City Clerk, in accordance with Los Angeles Guidelines for the implementation of the California Environmental Quality Act of 1970, as amended.

I CERTIFY THAT THE FOREGOING
RESOLUTION WAS ADOPTED BY THE
COUNCIL OF THE CITY OF LOS ANGELES
AT ITS MEETING OF **APR 23 2013**
BY A MAJORITY OF ALL THE MEMBERS.



WALTER R. GARCIA
DEPUTY
CITY CLERK

Handwritten signature of Walter R. Garcia in black ink.

Case No. CPC-2008-3470-SP-GPA-ZC-SUD-BL-M2

Exhibit B

Proposed Ordinance

PROPOSED ORDINANCE NO. _____

An Ordinance Implementing Section 10.1 of the Warner Center 2035 Specific Plan, Ordinance No. 182,766, to establish the “Warner Center 2035 Plan Implementation Board”.

THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:

Section 1. WARNER CENTER 2035 PLAN IMPLEMENTATION BOARD

A. Name: “Warner Center 2035 Plan Implementation Board”.

1. Purpose. To provide coordination on implementation activities required to effectuate the vision of the Warner Center 2035 Specific Plan, pursuant to Sections 8 and 10.1 of the Plan, and to prioritize the expenditure of fees collected through implementation of the Warner Center 2035 Specific Plan.
2. Coordination. The Plan Implementation Board may:
 - (a) Recommend prioritization of the implementation of mitigation measures TRS-1, TR-1 through TR-98, as outlined in Appendix C of the Warner Center 2035 Plan, or any subsequently approved revisions.
 - (b) Provide recommendations on public improvement projects within the Warner Center 2035 Specific Plan area carried out by the Departments of Public Works, Transportation, or Recreation and Parks, as to the priority of projects to be implemented.
 - (c) Provide recommendations and work plans for other items related to the implementation of the Plan, as outlined in Section 10.1 of the Warner Center 2035 Specific Plan.
 - (d) Prepare an annual report, with assistance from the Departments of Public Works and Transportation, on the status of mitigation measures TRS-1 and TR-1 through TR-98, outlined in Appendix C of the Warner Center 2035 Specific Plan, or any subsequently approved revisions.
 - (e) Prepare an annual report, with assistance from relevant City Departments, on the status of projects related to the implementation of the Plan, as outlined in Section 10.1 of

the Warner Center 2035 Specific Plan, and other public improvement projects within the Warner Center 2035 Specific Plan area carried out by the Departments of Public Works, Transportation, or Recreation and Parks.

B. Composition

1. The Plan Implementation Board shall consist of nine members appointed by the Councilmember within whose District this plan falls.
2. The Plan Implementation Board shall consist of at least one elected member or board member from each of the following organizations:
 - (a) The Woodland Hills-Warner Center Neighborhood Council (two members). The Neighborhood Council shall nominate four individuals and forward those nominations to the Councilmember; the Councilmember shall appoint Board membership from those nominations.
 - (b) Warner Center Association (two members). The Association shall nominate four individuals and forward those nominations to the Councilmember; the Councilmember shall appoint Board membership from those nominations.
 - (c) West Valley-Warner Center Chamber of Commerce. The Chamber of Commerce shall nominate two individuals and forward those nominations to the Councilmember; the Councilmember shall appoint Board membership from those nominations.
 - (d) Council Office Appointees (four members).
3. The Plan Implementation Board shall be assisted by the following, who shall appoint their own representative:
 - (a) Department of Public Works
 - (b) Department of Transportation
 - (c) Department of City Planning
 - (d) Other City Departments, as identified by the Board.

City Department representatives do not occupy a seat on the Board.

C. Term

1. Plan Implementation Board members shall serve three-year terms.
 - (a) Initial terms shall be staggered to ensure continuity, and shall be as follows: three members to serve a three-year term; three members to serve a two-year term; and three members to serve a one-year term.
 - (1). Board members serving less than a full three-year term may be reappointed at the conclusion of that term for a successive full three-year term.
 - (b) **Resignation.** Board members shall tender their resignation in writing to both the Councilmember of the District and to the President of the Board.
 - (c) **Removal.** The Councilmember of the District shall retain full authority to dismiss Board members from service at their discretion.
 - (d) **Vacancy.** Vacancies arising in the Board shall be filled within 90 days through new appointments by the Councilmember of the District.
 - (1) Board members appointed to fill vacancies shall serve the remainder of the vacated Board member's term, and may be reappointed at the conclusion of that term for a successive full three-year term.
2. **Compensation.** No Plan Implementation Board member shall receive compensation for serving on the Board.

D. Officers of the Board

1. President of the Board
 - (a) It is the responsibility of the President of the Board to coordinate with the Executive Officer to set the agenda, preside over Board meetings, and appoint Board members to Committees.
 - (b) The President shall be a member of the Board and shall be chosen by a two-thirds vote of the Board.
 - (c) The President of the Board may be replaced in duty

through a two-thirds vote of the Board or at the end of a term that is not renewed.

2. Vice-President of the Board

- (a) It is the responsibility of the Vice President of the Board to act in the place of the President in the preparation of meeting agendas and during meetings if the President is absent.
- (b) The Vice President shall be a member of the Board and shall be chosen by two-thirds vote of the Board.
- (c) The Vice President of the Board may be replaced in duty only through a two-thirds vote of the Board or at the end of a term that is not renewed.

3. Secretary of the Board

- (a) It is the responsibility of the Secretary of the Board to prepare the Minutes of each Board meeting, to maintain a record of the actions of the Board, and to maintain the continuity of policies and practices of the Board.
- (b) The Secretary may be a member of the Board, chosen by a majority vote of the Board, or a support staff person designated at the discretion of the Executive Officer.
- (c) The Secretary of the Board may be replaced in duty through a majority vote of the Board if the duty is carried out by a Board member, or at the discretion of the Executive Officer if carried out by support staff.

4. Executive Officer

- (a) It is the responsibility of the Executive Officer to coordinate with the President of the Board to set the agenda for Board meetings and to manage the day-to-day operations of the Implementation Board according to the Board's directives, to serve as the primary and public point of contact on behalf of the Board, to ensure Brown Act compliance, noticing requirements, and all disclosure requirements.
- (b) The Executive Officer shall not be a Board member, and shall be selected by the Councilmember of the District; the Executive Officer shall remain at the pleasure of the Councilmember, and may be dismissed at any time.

- (c) The Executive Officer may select and manage additional staff to support the daily operations of the Plan Implementation Board.

E. Meetings

1. Plan Implementation Board members shall meet at least once every quarter during each fiscal year in order to receive reports and adopt an annual work program.
2. Meeting Notice
 - (a) All noticed meetings shall be open to the public.
 - (b) **Brown Act.** All matters before the Board shall be subject to the requirements of the Brown Act, Government Code Section 54950 et seq.
 - (c) **Public Notice.** Notice for all meetings shall be posted in a minimum of two publically-accessible locations, only one of which may be online on a website that is clearly identifiable as that of the Implementation Board.
 - (1) The notice is required to indicate the date, time, and location of the meeting.
 - (2) The noticing requirement may be fulfilled through the posting of a meeting agenda, so long as it contains the information required in (1), above.
 - (d) **Advance Notice.** All notices for regularly scheduled meetings shall be posted a minimum of 72 hours prior to the commencement of the meeting.
 - (e) **Agenda.** An agenda for all noticed meetings shall be posted and publically available no less than 72 hours prior to the commencement of the meeting.
 - (1) The agenda must contain a brief and general description of each item to be discussed at the meeting.
3. **Quorum.** No meeting on an item for which a vote of the Board must be taken shall occur without a quorum of the Board in attendance. A quorum shall consist of a simple majority of the full Board membership.
4. Voting

- (a) For all motions before the Board on which a vote is required, all Board members shall have one vote.
 - (1) No vote by proxy shall be permitted. The Board member casting a vote must be physically present at the meeting.
 - (b) Board members may take the following actions on motions before them: “Aye” or “Yes” to signify approval, “Nay” or “No” to signify disapproval, or “Abstain” to withhold either support or opposition. A vote to abstain shall not be recorded as either “Yes” or “No” to sustain or oppose a motion.
 - (c) Unless otherwise required, a majority vote of the full Board membership shall be required to pass a motion.
 - (d) Tie Vote. Should a vote of the Board result in a tie, the motion shall be recorded as having not passed.
5. **Minutes.** All minutes and actions undertaken by the Board will be made available on request through a City-maintained outlet or one designated by the Board and noted on each agenda.

F. Committees

1. Standing Committees

- (a) All standing committees shall be composed of a minimum of three (3) Plan Implementation Board members.
- (b) The President of the Board shall appoint the three (3) members to the committee and designate one member as Committee Chair and a second member as Committee Vice-Chair.
- (c) The Executive Officer may not be appointed to serve on any standing or ad hoc Committee.
- (d) Standing Committees shall be as follows:
 - (1) **Technical Advisory Committee** (Assisted by the Departments of Public Works, Transportation and City Planning). This committee shall be responsible for the review and recommendation of actions related to implementation of Appendix C of the Warner Center 2035 Plan, to the Board.

(2) **Policy Advisory Committee** (Assisted by the Departments of Public Works, Transportation and City Planning). This committee shall be responsible for providing policy guidance on the implementation of the Warner Center 2035 Plan, the review and recommendation of actions related to legislative or policy issues or changes to the Plan, and ensuring policy consistency with the Plan, to the Board.

(3) **Neighborhood Protection Program Committee.** This committee shall be responsible for the review and recommendation of actions related to the implementation of Section 8.2 of the Warner Center 2035 Specific Plan, to the Board and the City Councilmember.

(i) The Committee Chair, with assistance from the Board, shall recommend to the City Councilmember additional community members to serve on this committee. The composition and minimum qualifications of these additional committee members shall be guided by Section 8.3 of the Warner Center 2035 Plan.

(ii) The City Councilmember shall consider the Board recommendations prior to making community member appointments to this committee.

(e) The Plan Implementation Board may create new Standing Committees through the adoption of Bylaws and/or amendments to existing Bylaws. However, attendance by city departments at these new committees is optional and at the discretion of the Department.

2. Ad Hoc Committees

(a) The Plan Implementation Board may create and appoint committees from time to time to address or focus on specific issues.

(b) The composition and organization of ad hoc committees shall be the same as for standing committees.

(c) The Committee Chair may additionally appoint a maximum of two (2) interested community members, who are not

members of the Board, to serve on an ad hoc committee.

- (d) Ad hoc committees shall be dissolved by the President of the Board at their discretion.

H. Bylaws, Standing Rules or Procedures.

1. The Plan Implementation Board shall adopt Bylaws to further refine the process and procedures of the Board and its Committees, or to further clarify the responsibilities of its Officers and Board members.
 - (a) No Bylaw may exceed the authorities or limitations expressed in this Ordinance.
 - (b) Bylaws shall be adopted by an affirmative two-thirds vote of the full Board.
 - (c) Amendments to the Bylaws shall be by an affirmative two-thirds vote of the full Board.
 - (d) Thirty days prior to Board consideration of Bylaws or amendments to adopted Bylaws, a copy of such proposal shall be transmitted to the Departments of City Planning, Transportation, Public Works, and the Council Office.
 - (e) Bylaws and amendments to adopted Bylaws are subject to a 45-day review period by the Council Office, after adoption by the Board. Within that review period, the Councilmember may veto in whole or in part, proposed Bylaws or amendments to adopted Bylaws by drawing a line through the new or amended text; the Council-amended Bylaws shall then be transmitted to the Secretary of the Board, and all remaining text shall become effective upon expiration of the review period.
2. Standing Rules or Procedures may be adopted by an affirmative majority vote of the full Board.
3. A current copy of the adopted Bylaws or any Standing Rules or Procedures shall be provided to each member of the Plan Implementation Board at the beginning of their term and every two years afterward.
4. A current copy of the adopted Bylaws, Standing Rules or Procedures shall be maintained within the offices of City Council District 3, the Executive Officer, and the Secretary of the Board.

5. Upon request, a current copy of the Bylaws and Standing Rules or Procedures shall be furnished within 72 hours.

- I. **Relationship with the City of Los Angeles.** The Plan Implementation Board shall act as an advisory body to the City concerning matters of public improvement and benefit within the boundaries of the Warner Center 2035 Specific Plan. Relevant City Departments shall work cooperatively with the Board, and consider and appropriately implement, the Board's recommendations.

Case No. CPC-2008-3470-SP-GPA-ZC-SUD-BL-M2

Exhibit C

Section 10.1 of the Warner Center 2035 Specific Plan

responsible for the appropriate disbursement of the Warner Center Cultural Amenities Trust Fund within this Plan area. The membership of this committee shall include the manager of the Cultural Affairs Department or his/her designee and the City Councilmember(s) representing this Plan area should appoint others who have specific interest within the community.

9.6 Warner Center Cultural Amenities Master Plan.

No monies collected into the Warner Center Cultural Amenities Trust Fund shall be spent until after the City adopts a Warner Center Cultural Amenities Master Plan as an implementation guide with principals and standards. Such master plan shall be developed by the Department in coordination with the Warner Center Cultural Affairs Committee.

The master plan shall be approved by the City Planning Commission pursuant to all applicable requirements for notice and hearing set forth in the LAMC. All subsequent revisions to the Master Plan may be done by the Director pursuant to the same LAMC requirements for notice and hearing.

Any cultural and artistic facilities, services, and community amenities provided shall comply with the principles and standards set forth in the Warner Center Cultural Amenities Master Plan.

10. Implementation of the Plan

10.1 Plan Implementation Board/Entity/Corporation.

The Plan contemplates a public-private corporation or other entity to be developed which will take the lead in implementing the Vision for Warner Center. Within twenty-four (24) months after the adoption date of this Plan, the Department, in conjunction with the Department of Transportation and City Attorney's Office, shall submit a draft of an enabling Ordinance for review and consideration by City Council for adoption. The enabling Ordinance shall provide the mechanism for the creation of a Plan Implementation Board, entity or similar body responsible for the implementation of many of the requirements established under the WC2035 Plan including, to the extent legally permissible, the following:

- Streetscape Improvements
- Roadway Improvements
- Transit Improvements
- Coordinate and Plan for Internal Circulating System including input on the development of a fourth Orange Line Stop in Warner Center
- Coordinate Transportation Demand Management mitigation measures including coordination with Transportation Management Organizations

- Parking coordination
- Open Space and recreational space including coordination and programming of private and public open space and collection and disbursement of recreational fees
- Wayfinding Signage Coordination
- New Street and internal walkway coordination
- Public benefit development
- Maintenance, Landscaping and tree trimming
- Resource management including water, gas, and electricity
- Economic Development including possible fee reductions, tax incentives, parking meter recommendations, federal and state grants/matching funding
- Insure that Projects are developed consistent with the Plan's Urban Design Guidelines
- The draft ordinance shall outline options and procedures including, but not limited to: Appointment of Members, Composition of Members, Quorum, Action, Terms, Expiration of Terms, Vacancies, Meeting Schedule, Responsibilities and Elections.



Case No. CPC-2008-3470-SP-GPA-ZC-SUD-BL-M2

Exhibit D

Correspondence

FIRM / AFFILIATE OFFICES

Barcelona	Moscow
Beijing	Munich
Boston	New York
Brussels	Orange County
Century City	Paris
Chicago	Riyadh
Dubai	Rome
Düsseldorf	San Diego
Frankfurt	San Francisco
Hamburg	Seoul
Hong Kong	Shanghai
Houston	Silicon Valley
London	Singapore
Los Angeles	Tokyo
Madrid	Washington, D.C.
Milan	

November 17, 2017

Hearing Officer
Attn: Jonathan Hershey
Marvin Braude Valley Constituent Service Center
6262 Van Nuys Boulevard, First Floor
Van Nuys, CA 91401

Re: Warner Center 2035 Plan, Implementation Board Ordinance – Comment
Regarding Board Membership

Dear Hearing Officer:

On behalf of Westfield, I am writing to express strong support for establishing the Implementation Entity required by the Warner Center 2035 Plan, and thank the Council Office for its work on this extremely important effort. Implementation of the improvements identified in the Warner Center 2035 Plan is critical to fulfilling the community and City’s vision for Warner Center, as we have heard from many residents of the area. We also support the City’s efforts to select a Project Manager to oversee and expedite those implementation efforts, and hope that both the Project Manager and Implementation Board can be in place within the next couple months.

We write to respectfully ask that the Implementation Board ordinance be amended to require that at least one member of the Board be a transportation engineer registered in the State of California to practice either Traffic or Civil Engineering (mirroring DOT’s requirements for the preparation of traffic studies) with experience working in the City of Los Angeles, or preferably, with experience working in the West Valley or Warner Center.

As specified in the draft ordinance, the primary purpose of the Implementation Board will be to provide recommendations on the prioritization of the transportation mitigation measures identified in the Warner Center 2035 Plan, as well as provide recommendations on other public improvements project. These are critical responsibilities, which require some subject-matter expertise. Therefore it seems essential to have one or more Board members who is an expert in transportation engineering and can help guide discussions from a position of experience. While DOT is charged with providing assistance, DOT is also severely overworked even without this additional responsibility. Having a standing Board member with engineering experience to provide a steady and constant source of guidance on transportation matters would be invaluable, of course with assistance from DOT as needed. The efficient, skilled and capable functioning of

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the Implementation Board will be essential to the success of the WC2035 Plan, and we believe that this change is important to best position the Board for success.

We would be happy to discuss this issue further with City Planning or the Council Office whenever convenient. Thank you for the opportunity to comment on these important efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Crossner". The signature is fluid and cursive, with a long horizontal stroke at the end.

Heather Crossner

cc: Andrew Pennington, Office of Councilmember Blumenfield, Council District 3
Elizabeth Ene, Office of Councilmember Blumenfield, Council District 3
Larry Green, Westfield
Nicholas Rumanes, Westfield
Heather Crossner, Latham & Watkins
Patrick Gibson, Gibson Transportation
Eugene Tang, Gibson Transportation



Jonathan Hershey <jonathan.hershey@lacity.org>

WCITF Update and Draft Ordinance

Sean McCarthy <sean@jacksonmccarthy.com>

Wed, Oct 25, 2017 at 1:50 PM

To: Tricia Robbins Kasson <tricia.robbinskasson@lacity.org>, August Steurer <augusthumor@gmail.com>, Sean McCarthy <ajacsmcc@earthlink.net>, Dave Allison <david.allison@allisonassetmgt.com>, Jonathan Hershey <jonathan.hershey@lacity.org>, Sergio Valdez <sergio.valdez@lacity.org>, Bruce Rothman <bhr@koarllc.com>, Heath Kline <heathk@dpmforms.com>, Brad Rosenheim <brad@raa-inc.com>, Larry Green <lgreen@us.westfield.com>, Dennis DiBiase <ddibiase@vtbs.com>, Dan O'Donnell <dan.odonnell@lacity.org>, Armen Hovanessian <armen.hovanessian@lacity.org>, Pamela Aronoff <pamela@aronoff.com>, Scott Silverstein <ssilverstein@lee-re.com>, Rob Fisher <rob@raa-inc.com>
Cc: Andrew Pennington <andrew.pennington@lacity.org>

Tricia,

Thank you for the notice of the hearing, Friday, November 17th.

Here are two comments:

- Sec.1, Sub Sec. b, Sub/sub-sec. 2 (b), should read West Valley Warner Center Chamber of Commerce.
- Sec.1, Sub Sec. c, Sub/sub-sec. (d), (1), is silent as to whether a vacant seat must be replaced by a person with the same status. Is this on purpose or unintentional?

Thank you for the opportunity to comment. I hope to attend the hearing.

Sincerely,

Sean McCarthy

jacksonmccarthy.com

www.linkedin.com/in/seanmccarthy/

818-389-1876

From: Tricia Robbins Kasson <tricia.robbinskasson@lacity.org>

Sent: Wednesday, October 25, 2017 12:27:27 PM

To: August Steurer; Sean McCarthy; Dave Allison; Jonathan Hershey; Sergio Valdez; Bruce Rothman; Heath Kline; Brad Rosenheim; Larry Green; Dennis DiBiase; Dan O'Donnell; Armen Hovanessian; Pamela Aronoff; Scott Silverstein; Rob Fisher

12/4/2017

City of Los Angeles Mail - WCITF Update and Draft Ordinance

Cc: Andrew Pennington

Subject: Re: WCITF Update and Draft Ordinance

[Quoted text hidden]



November 17, 2017

Mr. Jonathan Hershey
Community Planning Division
City of Los Angeles, Department of City Planning
200 North Spring Street
Los Angeles, CA 90012

Re: Warner Center 2035 Plan Implementation Board, Draft Ordinance

Dear Mr. Hershey:

On behalf of the Warner Center Association (WCA) Board of Directors, representing many of the largest landowners and employers in the Warner Center community, I am writing to provide comments on the working draft for the Warner Center 2035 Plan ("WC 2035 Plan"), Implementation Board.

As you may know, the WCA works to preserve and enhance Warner Center for its businesses, residents, property owners and their customers, tenants and guests. Steadily growing into its role as a Regional Center since first designated as such in the 1970's, Warner Center has become a multi-dimensional community that includes robust and growing residential neighborhoods, office towers, hybrid-industrial sites featuring corporate headquarters and expansive shopping and entertainment options.

The WC 2035 Plan was approved by the Los Angeles City Council to serve as a guide for the future of Warner Center as an economic engine for the San Fernando Valley and the City of Los Angeles. The Implementation Entity was intended as a cornerstone of the WC 2035 Plan as means to ensure that funds collected from previous and new development in Warner Center are used to implement the various enhancement measures identified in the Specific Plan.

While we must sadly admit that we are disappointed with the result of the effort undertaken by the city to create a meaningful and less bureaucratic way in which to succeed in the objective of plan implementation, we support the underlying goals set forth in this Draft Ordinance. We encourage the city to vigorously pursue the plan's implementation in a thoughtful and collaborative manner with the Warner Center community and its surrounding neighborhoods.

For your consideration, please see suggested amendments and comments below which tend to fall into the area of technical and/or corrective modifications:

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- 1) Amend Section 1.A.2(a) to read: “Recommended prioritization of the implementation of mitigation measures TRS-1, TR-1 through TR-98, as outlined in Appendix C of the Warner Center 2035 Plan, or any subsequently approved revisions.”
- 2) Amend Section 1.A.2(d) to read: “Prepare an annual report, with assistance from the Departments of Public Works and Transportation, on the status of mitigation measures TRS-1 and TR-1 through TR-98, outlined in Appendix C of the Warner Center 2035 Plan or any subsequently approved revisions.”

Comment: Suggested Amendments 1 and 2 ensure the longevity of the Ordinance as drafted and ease future restrictions where the Ordinance may need to be amended to make a de minimis change to authorize the Implementation Board to work to address new mitigation measures as the Specific Plan evolves.

- 3) Amend Section 1.B.2 to read: “The Plan Implementation Board shall consist of at least one elected member or board member from each of the following organizations:
 - (a) The Woodland Hills- Warner Center Neighborhood Council (~~two members~~).
 - (b) Warner Center Association (two members).
 - (c) West Valley Chamber of Commerce.
 - (d) Council Office Appointees (five members, a minimum of one such member must be a stakeholder in Warner Center).

Comment: This suggested amendment will allow for increased diversity of stakeholders and provide Warner Center stakeholders a greater voice in the WC 2035 Plan’s implementation.

- 4) Amend Section 1.C.1(c) to read: **Removal.** ~~The Councilmember of the District shall retain full authority to dismiss Board members from service at their discretion. Procedures for the removal of a Board member shall be set forth in the bylaws, adopted pursuant to Section 1.H.~~

Comment: It is incumbent upon the Board in setting up the organization and setting forth bylaws that they designate procedure for removal of members and that said removal be based on specified criteria.

- 5) Amend Section 1.D.1(b) to read: “The President shall be a member of the Board and shall be chosen by a 2/3 majority vote of the board.”
- 6) Amend Section 1.D.2(b) to read: “The Vice President shall be a member of the Board and shall be chosen by a 2/3 majority vote of the board.”

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Comment: Suggested amendments 5 and 6 prevent the Board from being handicapped in its ability to do business by allowing a simple majority vote of the board to designate a President and Vice President.

- 7) Amend Section 1.D.4 (a) to read: "It is the responsibility of the Executive Officer to coordinate with the President of the Board to set the agenda for board meeting and to manage the day-to-day operations of the Implementation Board according to the Board's directives, serve as the public and primary contact on behalf of the Implementation Board also, assure compliance with Brown Act and noticing requirements, and all other disclosure requirements."
- 8) Amend Section 1.E.3 to read: "**Quorum.** No meeting on an item for which a vote of the Board must be taken and no voting shall occur without a quorum of the Board in attendance. A quorum shall consist of a simple majority of the full Board membership at the time of the meeting or vote."

Comment: This suggested amendment ensures that a quorum is met not only at the time a meeting is commenced but also at any time a vote is taken during that meeting thereby protecting the voting rights of Board Members who are present at a meeting.

- 9) Amend Section 1.E.4(c) to read: "*Unless otherwise required, a majority vote of the ~~full board membership~~ board membership present at the time of the vote shall be required to pass a motion.*"

Comment: Suggested amendment 9 prevents the board from being handicapped in its ability to do business by requiring a simple majority of present Board Members to pass a motion. This amendment complies with Robert's Rules of Order.

- 10) Amend Section 1.E.5 to read: "All minutes and actions undertaken by the Board will be made available on request through a City-maintained outlet or one designated by the Board and noted on each agenda. It shall be the responsibility of the Executive Officer to respond to such requests."
- 11) Amend Section 1.F.1(b) to read: "The President of the Board shall appoint the three (3) members of the committee, each member representing a distinct organization, and designate one member as Committee Chair and a second member as Committee Vice-Chair."

Comment: This suggested amendment ensures a diversity of perspective on all Committees.

- 12) Amend Section 1.F.1(d)2 to read: "**Policy Advisory Committee** (Assisted by the Departments of Public Works, Transportation and City Planning). ~~This committee shall be responsible for the review and recommendation of~~

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~~actions related to legislative or policy issues or changes to the Warner Center 2035 Plan, to the board. This committee shall be responsible for providing policy guidance on the implementation of the Warner Center 2035 Plan, ensuring consistency with the Warner Center 2035 Plan.~~

- 13) Amend Section 1.F.1(d)3 to read: **“Neighborhood Protection Program Committees.** ~~This committee~~ These Committees shall be responsible for the review and recommendation of actions related to the implementation of Section 8.2 of the Warner Center 2035 Plan, to the Board. ~~(i) The Committee Chair shall appoint a minimum of two additional community members who are not members of the Board, to serve on this committee. (ii) Each non-Board member appointed to this Committee must reside within one of the eight neighborhoods shown on Map 11 Neighborhood Protection Areas of the Warner Center 2035 Plan. (i) A Committee shall be formed for each area on Map 11, Neighborhood Protection Areas, of the Warner Center 2035 Plan. Each committee shall consist of three community members who are not members of the Board. Each non-Board member appointed to a committee must reside or be employed in the Map area that their Committee represents.~~

Comment: We have suggested this amendment in order to give each neighborhood isolated control of the implementation of the Warner Center 2035 Plan Section 8.2, ensuring that neighborhood decisions are guided by stakeholders, and that each neighborhood has adequate representation.

- 14) Amend Section 1.H.1(e) to read: “Bylaws and amendments to adopted Bylaws are subject to a 45-day review period for compliance with this Ordinance, by the Council Office, after adoption by the Board. Within that review period, the Councilmember may veto, in whole or in part, proposed Bylaws or amendments to adopted Bylaws that are found to be in conflict with this Ordinance, by drawing a line through the new or amended text; the Council amended bylaws shall then be transmitted to the Secretary of the Board, and all remaining text shall become effective upon expiration of the review period.”

Comment: It is suggested that any veto or amendment power by the Council Office should be limited to compliance with the Ordinance in order to ensure the integrity of the Implementation Board, allowing the Implementation Board to operate as it sees fit, within the boundaries set forth by this Ordinance.

- 15) Amend Section 1.H.3 to read: “It is the responsibility of the Executive Office to provide a current copy of the adopted Bylaws or any Standing Rules or procedures shall be provided to each member of the Plan Implementation Board at the beginning of their term and every two years afterward.”

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- 16) Amend Section 1.H.5 to read: "Upon request, a current electronic or hard copy of the Bylaws and Standing Rules or Procedures shall be furnished within 72 hours."
- 17) Sections 1.D.1 (c) and 1.D.2 (c) shall be amended to change the word "though" to "through".

Thank you very much for the opportunity to present these suggested changes to the Draft Implementing Board Ordinance. If you should have any questions related to our thoughts on this matter, please feel free to contact our Director, Brad Rosenheim at 818.716.2780. Thank you again for your consideration of our concerns and recommendations.

Best Regards,

A handwritten signature in black ink, appearing to read "David Allison". The signature is fluid and cursive, with a long horizontal stroke at the beginning and a smaller, more compact signature to the right.

David Allison
Chairman of the Board
WARNER CENTER ASSOCIATION

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