

SUBJECT: ZONE TEXT AMENDMENT, COMMUNITY DEVELOPMENT
DEPARTMENT NAME CHANGE

INITIATED BY: DEPARTMENT OF PLANNING AND DEVELOPMENT SERVICES
(Bianca Siegl, Long Range Planning Manager)
(Jerry Hittleman, Senior Contract Planner)

DEPARTMENT OF PUBLIC WORKS
(Dan Mick, Commercial Code Compliance Supervisor)

STATEMENT ON THE SUBJECT

The Planning Commission will hold a public hearing to consider a zone text amendment to revise all references to "Community Development Department" and "Director" in Title 19 Zoning Ordinance to "Planning and Development Services Department" and "Director" as well as other cleanup name changes and clarifications in the Code.

RECOMMENDATION

Staff recommends that the Planning Commission hold the public hearing, consider all pertinent testimony, and recommend approval to the City Council by adopting the following:

- 1) Draft Resolution No. PC 18-1294: **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING THAT THE CITY COUNCIL APPROVE A ZONE TEXT AMENDMENT TO CHAPTER 19 OF TITLE 19 OF THE WEST HOLLYWOOD MUNICIPAL CODE TO CHANGE ALL REFERENCES TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND DIRECTOR TO THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT AND DIRECTOR AND OTHER CLEANUP NAME CHANGES IN CHAPTER 19 OF TITLE 19 OF THE WEST HOLLYWOOD MUNICIPAL CODE, WEST HOLLYWOOD, CALIFORNIA.**

BACKGROUND/ANALYSIS

Background Information

On February 20, 2018, the City Council approved organizational and position changes to advance the City's commitment to providing effective and efficient public services. As part of this effort, the City Manager modified the Deputy City Manager/Community Development Director to a Deputy City Manager of Community Services. This Deputy City Manager oversees the departments that primarily deal with the quality of life issues in our community. The departments that will report directly to this Deputy City Manager are:

- The Department of Public Works, including Code Compliance and Engineering.
- The Department of Planning & Development Services, formerly the Community Development Department, including Current & Historic Preservation Planning, Long Range & Mobility Planning, and Building & Safety.
- A newly formed Department of Facilities and Recreation Services that includes Facilities & Field Services, Recreation Services, and Parking.

The proposed departmental name changes are reflected in Exhibit A Draft Resolution and an updated city department organization chart that is included as Exhibit B to this staff report.

Current Municipal Code

Title 19 Zoning Ordinance of the Municipal Code contains numerous references to Community Services Department and Community Services Director. In addition, several references are made to the outdated Transportation and Public Works Department, which is now the Department of Public Works. Updates to these references are described below. Other outdated name references and revisions are outlined in the section below.

Proposed Departmental Name Change ZTA

Revisions are proposed in Title 19 Zoning Ordinance included in Exhibit A reflect the new department names included in the City's updated organizational chart (Exhibit B). In addition, various commission names, division names and agency names have been updated and spelled out to add clarity to the regulations. The Zoning Ordinance revisions include the following updates:

- Community Services Department revised to Planning and Development Services Department
- Community Services Department Director revised to Planning and Development Services Director
- Planning Manager revised to Planning and Development Services Director
- Transportation and Public Works Department revised to Department of Public Works
- Director of Transportation and Public Works revised to Director of Public Works
- Fine Arts Commission revised to Arts and Cultural Affairs Commission
- Spelled out Planning Commission (Commission) and Historic Preservation Commission instead of HPC where needed for clarification
- County Recorder revised to Los Angeles County Registrar Recorder's Office
- Human Services Director revised to Economic Development Director
- For Section 19.28.080 Parking Credits, the Department of Public Works was changed to Parking Division
- Human Services Department and Director revised to Economic Development Department and Director

PUBLIC OUTREACH

The staff team has not conducted public outreach since no new zoning provisions are proposed and the purpose of the item is to update various department and agency names within the Zoning Ordinance for clarification purposes only.

PUBLIC NOTICE

The City published a legal notice in the *Beverly Press* and *West Hollywood Independent* on October 4, 2018; and by a mailing to neighborhood watch groups and other neighborhood organizations.

ENVIRONMENTAL REVIEW

The proposed zone text amendment is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The recently implemented department and director name changes do not fundamentally revise any development codes, create negative environmental impacts, or result in physical changes to the environment.

NEXT STEPS

Planning Commission comments will be forwarded to the City Council for their information prior to taking action on the proposed ZTA.

EXHIBITS

- A. Draft Resolution No. PC 18-1294
- B. City Departmental Organization Chart