



# Los Angeles City Planning Department

## Office of Historic Resources

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### PUBLIC NOTICE

#### WINDSOR SQUARE HISTORIC PRESERVATION OVERLAY ZONE BOARD MEETING

##### Board Members

Caroline Labiner – Chairperson Pres. Abs.  
Marissa Levin – Secretary Pres. Abs.  
Louis Polidori – Boardmember Pres. Abs.

John LaBombard – Vice Chairperson Pres. Abs.  
Shana Barghouti – Boardmember Pres. Abs.

##### Meeting Information

**Date:** Wednesday, November 17, 2021  
**Time:** 5:00 PM – 7:00 PM

**Place:** In accordance with Government Code Section 54953, subsections (e)(1) and (e)(3), and in light of the State of Emergency proclaimed by the Governor on March 4, 2020 relating to COVID-19 and ongoing concerns that meeting in person would present imminent risks to the health or safety of attendees and/or that the State of Emergency continues to directly impact the ability of members to meet safely in person, the Windsor Square HPOZ Board's meeting will be conducted via telephone and/or videoconferencing.

Join Zoom Webinar:

<https://planning-lacity-org.zoom.us/j/85058703808>

Password: 588120

Dial by your location:

US: +1 213 338 8477 or +1 669 900 9128

Webinar ID: 850 5870 3808

Instructions for access (Computer):

Go to link above and enter password when prompted.

or

From the Zoom application, Join > Enter Webinar ID > Enter Password.

Instructions for access (Telephone):

Dial one of the phone numbers listed above.

Will be asked for a Webinar ID, enter "(Webinar ID listed above)", followed by "#" (pound sign).

Will be asked to enter a participant ID, enter "#" (pound sign) to continue.

Meeting presentations and Resolutions will be available online here:

<https://drive.google.com/drive/u/0/folders/1R8sXusliPuyDdTpcCfgNxEpVOiwWmH>

# AGENDA

1. **Call to Order** Roll Call
2. **AB361 Findings** Pursuant to Government Code Section 54953(E)(1)(b)-(c), determination that due to Covid-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees, and possible board action.
3. **Introduction** Purposes of the HPOZ, roles of the Board and City Staff, and Meeting Procedure
4. **Approval of Minutes** 11/3/2021
5. **Staff/Board Communication**
6. **Public Comment** Public comment of non-agenda items for a maximum of 10 minutes
7. **Conforming Work**
  - A. **Contributing Elements**
    - 533 S Irving Blvd** – (case number: ADM-2021-8989-CWC)  
Replace front yard fence; widen driveway; remove existing walkway and replace with a new walkway within front yard  
*Representatives: Patricia Benner and Molly Fancler*  
Approved Denied Continued \_\_\_\_\_, No Action  
Ayes Nays Abstains
    - 601 S Windsor Blvd** – (case number: ADM-2021-9325-CWC)  
Reduce height of over height hedges, fences and gates within front yard  
*Representatives: Daria Fomchenkova*  
Approved Denied Continued \_\_\_\_\_, No Action  
Ayes Nays Abstains
    - 277 S Irving Blvd**  
Wood pole replacement with new wireless facility  
*Representatives: Colt Waterbury, Synergy*  
Approved Denied Continued \_\_\_\_\_, No Action  
Ayes Nays Abstains
  - B. **Non-Contributing Elements** None
8. **Public Hearing Notice For the Following Items\***
  - A. **Certificates of Appropriateness**
    - 304 S Plymouth Blvd – DIR-2021-6811-COA, ENV-2021-6812-CE**  
New 2,468 sf second story addition, new one-story additions to the first floor on the north and northwest corner of the primary residence, new stone veneer columns and planters, new stone entry landing, new front door and side lites, replacement of windows, new rear trellis and pool, and removal of unprotected mature trees.  
*Applicant: Ben Donei*  
*Representative: Jane Keener, Architecture JHK*  
Approved, Rejected, Continued \_\_\_\_\_, No Action,  
Ayes, Nays
  - B. **Certificates of Compatibility** None
9. **Consultations**
  - 230 S Larchmont – Contributing Feature**  
New and replacement of windows and doors on the side facades

*Representatives: Jen Blake*

Recommend Filing  Return for Consultation  Continued \_\_\_\_\_,

No Action

**10. Other Board Business**

Quorum check for 12/1/2021

**11. Miscellaneous**

The next meeting is scheduled **Wednesday, December 1, 2021**

Cancellation may occur due to the lack of agenda items to review.

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\*Under provisions in Section 12.20.3 I (Notice and Public Hearing) of the Municipal Code, the owners and occupants of all properties abutting, across the street or alley from, or having a common corner with the subject property shall receive notice of the application for Certificate of Appropriateness at least ten (10) days prior to the date of the HPOZ Board meeting. Further, the applicant shall post the site in a conspicuous place ten (10) days prior to the date of the HPOZ Board meeting.

PERSONS WISHING TO PROVIDE PUBLIC COMMENT: The HPOZ Board shall provide an opportunity in open meetings for the public to address items of interest to the public that are within the subject matter and jurisdiction of the HPOZ. Individual testimony within the public comment period shall be limited to two (2) minutes per person and up to ten (10) minutes per subject. However, the HPOZ chairperson has the discretion to modify the time allotted on each subject, to each speaker and the number of speakers per subject. Items may be called in any order at the discretion of the HPOZ chairperson.

REQUIREMENTS FOR SUBMISSION OF MATERIALS: Written materials may be submitted prior to the hearing via email to [lydia.chapman@lacity.org](mailto:lydia.chapman@lacity.org). Submissions on the day of the public hearing may not be more than two (2) written pages and must include the agenda item number or address on the cover or first page. Photographs do not count toward the page limitation. The submission must be given to Planning staff prior to the start of the hearing, who will distribute them to the Board. Public Submissions are available to view at: [https://drive.google.com/drive/u/0/folders/1R8sXusliPuyDdTpcCfg\\_NxEpVOiwWmH\\_](https://drive.google.com/drive/u/0/folders/1R8sXusliPuyDdTpcCfg_NxEpVOiwWmH_)

Under provisions of the Brown Act (Gov. Code Sec. 54959-54960), the HPOZ Board is a "legislative body" and must: (1) Conduct all quorum meetings in public; and (2) Seventy-two (72) hours before public meetings, post all agenda or issues considered for discussion. (The public notices are posted at the City Planning offices at 221 N. Figueroa in Suite 1350 as well as on the Internet at <http://planning.lacity.org>)

Accommodations - 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. To request a reasonable accommodation, such as translation or interpretation, please email and/or call the assigned planner or email [per.planning@lacity.org](mailto:per.planning@lacity.org) a minimum of 3 days (72 hours) prior to the public hearing. Be sure to identify the language you need English to be translated into and indicate if the request is for oral interpretation or written translation services. If translation of a written document is requested, please include the document to be translated as an attachment to your email.

Acomodos - Como entidad cubierta bajo el Título II de la Ley sobre Estadounidenses con Discapacidades, la Ciudad de Los Ángeles no discrimina por razones de discapacidad. Para solicitar un acomodo razonable, como la traducción e interpretación entre el inglés y otros idiomas, favor de enviar un correo electrónico o llamar al personal asignado con un mínimo de 3 días (72 horas) antes de la audiencia pública o, como alternativa, enviar un correo electrónico a [per.planning@lacity.org](mailto:per.planning@lacity.org) usando el mismo plazo. Asegúrese de identificar el idioma al que necesita que se traduzca el inglés e indique si la solicitud es para servicios de traducción oral o escrita. Si se solicita la traducción de un documento escrito, incluya el documento que se traducirá, como un archivo adjunto a su correo electrónico.

Telecommunication Relay Services -

Telephone communication is one of the most important forms of communication in society today. Due to advancements in technology, telephone devices have evolved with new services and capabilities. Individuals who are deaf and hard of hearing, and individuals with a speech disability are following these trends and are rapidly migrating to more advanced telecommunications methods, both for peer-to-peer and third-party telecommunications relay service (TRS) communications.

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. TRS is available in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories for local and/or long distance calls. TRS providers - generally telephone companies - are compensated for the costs of providing TRS from either a state or a federal fund. There is no cost to the TRS user.

What forms of TRS are available? There are several forms of TRS, depending on the particular needs of the user and the equipment available: TRS includes: Text to Voice TTY-Based TRS; Speech-to-Speech Relay Service; Shared Non-English Language Relay Service; Captioned Telephone Relay Service; Internet Protocol Relay Service; and Video Relay Service. Please visit this site for detailed descriptions, <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>.

Don't hang up! Some people hang up on TRS calls because they think the CA is a telemarketer. If you hear, "Hello. This is the relay service..." when you pick up the phone, please don't hang up! You are about to talk, through a TRS provider, to a person who is deaf, hard-of-hearing, or has a speech disability.

For more information about FCC programs to promote access to telecommunications services for people with disabilities, visit the FCC's Disability Rights Office website.

Exhaustion of Administrative Remedies and Judicial Review - If you challenge an application or item included on a public hearing agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing agendaed here, or in written correspondence on the matters delivered to this agency at or prior to the public hearing.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate. The meeting facility and its parking are wheelchair accessible. Sign language interpreters, assistive listening devices, language translators, or other auxiliary aids and/or other services may be provided upon request. To ensure availability of services, please make your request not later than three working days (72 hours) prior to the meeting by calling the staff person referenced in this notice.

Materials submitted for any above-referenced cases are available for public review at the Department of City Planning, for more information contact the planner.

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**Contact Information:**

Department of City Planning  
Office of Historic Resources  
211 N. Figueroa St. Suite 1350  
Los Angeles, CA 90012  
[www.planning.lacity.org](http://www.planning.lacity.org)

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(213) 847-3646  
[Lydia.chapman@lacity.org](mailto:Lydia.chapman@lacity.org)

Code Enforcement  
Dept. of Building and Safety  
(Single Family Dwellings or  
Commercial Buildings)  
(888)524-2845 or  
(888)833-8389

Housing Department  
(Multi-family Dwellings)  
866-557-7368

Council District 4  
Council Member: Nithya Raman  
Planning Manager: Meg Healy  
200 N Spring St. Room 425  
Los Angeles, CA 90012  
(213) 473-7004