

LINCOLN HEIGHTS NEIGHBORHOOD COUNCIL

PLANNING AND LAND USE COMMITTEE

(PLUC)

PLUC PROCEDURES

Proposed for Adoption 09/12/2018 rev L

1. PLUC MEMBERSHIP

- A. No more than 7 LHNC Board Members may serve on the PLUC. Stakeholders who are not on the LHNC Board may also serve, but no more than 5.
- B. The Chair of PLUC will accept self-nominations from stakeholders wishing to serve on the committee and the committee will vote to accept or reject the application of the new member. The Committee Chair will submit the name of any new member to the Board of the LHNC.
- C. PLUC may assign duties to PLUC members as may be necessary for PLUC's operations.

2. MEETINGS, AGENDAS and MINUTES

- A. PLUC will adhere to all applicable Brown Act LHNC Bylaws provisions. All meetings will be open to the public and will include a public comment period. Agendas will be posted as required by the LHNC Bylaws.
- B. Agendas for PLUC meetings will be prepared. Proposed agenda items must be submitted to the Chair prior to the publication of the agenda, which is seventy-two hours before the meeting time. Agendas must be published according to the Department of Neighborhood Entitlement. Items may be later added to the agenda at the discretion of the Chair and time permitting.
- C. Any stakeholder can speak during the unagendized public comment, HOWEVER there is no committee or board action since it was not agendized. If each speaker is allowed 2 minutes then a board member, rather a member of the committee or not, can be allocated the same 2 minutes.
- D. A member of a committee who is a board member may NOT speak publicly on a topic as a board or committee member UNLESS approved by the entire board, BUT if they clearly state that they are speaking for themselves alone then they are within the limits allowed by our bylaws.
- E. The Chair will preside over all meetings. Other PLUC members may be authorized to preside over meetings in the Chair's absence.
- F. Minutes of each meeting will be kept. Minutes will be approved at the next committee meeting and then emailed to the full body LHNC mailing list as well as published on the web site.
- G. Agendas, minutes and reports will be available at LHNC meetings and on the LHNC website.

3. DEVELOPER PRESENTATIONS

- A. Developers are required contact the Chair or other authorized PLUC member to have their project placed on PLUC's meeting agenda.
- B. Developers are required to do the following prior to the meeting:
 - 1. Provide notice of their project and the meeting to all residents within 500 feet of the proposed project.
 - 2. Complete a description of the project on the PLUC Development Information Sheet (DIS).
 - 3. Provide a photograph of the existing state of the property and a rendering of the proposed project.
- C. Developers will be allowed an appropriate amount of time to present their project. The public will be allowed to comment on the project after the presentation.

4. PLUC ACTION ON DEVELOPER PROJECTS

- A. PLUC may adopt findings and/or make recommendations to the LHNC Board of Directors (BOD) by a majority vote. Recommendations in the form of a Motion may include:
 - 1. That the project be approved as submitted by the developer.
 - 2. That the project be approved with certain conditions.
 - 3. That the project be disapproved.
 - 4. That the hearing on the project be continued or further action deferred.
- B. Once approved by the PLUC, a Motion regarding PLUC's recommendations may be agendized and presented to the LHNC Board at the next Board meeting.
- C. PLUC members may only disseminate communications representing the position of the PLUC if that position has been voted on by the committee.
- D. PLUC members may represent the LHNC before other governmental or private entities if so authorized by the BOD.

5. MISCELLANEOUS

- A. PLUC may adopt additional procedures, so long as they do not conflict with these Procedures, the LHNC Bylaws or the Brown Act. Any additional procedures or revisions of these procedures must be approved by two thirds of PLUC.



Lincoln Heights Neighborhood Council

APPLICATION FOR OPEN PLUC SEATS

General Information:

Name: _____

Address: _____ City: _____ ZIP: _____

Phone: () _____ Email: _____

The following qualifies me as a stakeholder of the LHNC:

- I live within the boundaries of the LHNC.
- I own property within the boundaries of the LHNC.

Property Address: _____

The boundaries are described as follows: Along the Los Angeles River from Cesar Chavez Avenue to the 110 Freeway. NORTH along the 110 Freeway to Avenue 39. EAST around the Heritage Square property line to Pasadena Avenue. EAST on Avenue 35 to Griffin Avenue. SOUTH along the western property line of 3372 Griffin Avenue. From the southern most point of 3372 Griffin Avenue to the terminus of Von Keithian Avenue. EAST along Von Keithian Avenue to the intersection of Von Keithian Avenue and Radio Road. From the intersection of Von Keithian Avenue and Radio Road to the peak of 1050 Montecito Drive (where KFSG-FM LA is). From the peak of 1050 Montecito Drive to the property line between 3363 North Sierra Street and 3401 North Sierra Street to the intersection of Mercury Avenue and Sierra Street. EAST on Mercury Avenue to intersection of Mercury Avenue and Reynolds Avenue. Continuing south along the property lines separating zip codes 90031 and 90032 to North Broadway. Go EAST on North Broadway to North Mission Road. NORTH on Mission Road to the southern property line of the commercial property south of the intersection of Soto Street and Mission Road. EAST along that property line to Soto Street. SOUTH on Soto Street to Marengo Street. WEST on Marengo Street to North Mission Road. SOUTH on Mission Road to Caesar Chavez Avenue. WEST on Caesar Chavez Avenue to the Los Angeles River.

Please describe your reasons for seeking the position to which you are applying:

Please describe any relevant experience (work, volunteer, etc.) which you feel qualifies you to be part of the Planning and Land Use Committee. Please include dates.

Please describe any relationships (professional, personal, financial, etc.) which may possibly be construed as a potential conflict of interest with the position you are seeking. Be aware that while such a relationship does not necessarily disqualify you from the position, you will be required to recuse yourself from any vote or decision which could be construed as a conflict of interest, or from which you would possibly receive gain.

I understand that if I am accepted to this PLUC Committee position, I will be subject to the LHNC by-laws as well as the Brown Act, and that violations of these rules may be grounds for immediate removal from my position. I certify that the above information is accurate to the best of my knowledge and is subject to verification.

Signature

Print Name

Date



NEW PROPOSED PROJECT IN THE NEIGHBORHOOD

A HEARING ON THIS PROJECT WILL BE HELD

BEFORE: DATE/TIME:

LOCATION: LHNC Offices — 3516 North Broadway, Los Angeles, CA 90031

PROJECT INFORMATION

PROPERTY OWNER:

LOCATION:

TYPE OF PROJECT:

CITY ACTION REQUIRED:

EXISTING USE

Description of type:

(Commercial, Residential, etc.)

Present Zoning:

No. Residential Units:

Sq. Footage per Unit:

Commercial - sq. ft.:

Retail - sq. ft.:

Height:

OTHER PENDING PUBLIC HEARINGS:

(Date, time, location, Govt. entity)

CITY CASE NO.:

LHNC CONTACT FOR FURTHER INFORMATION:

PROPOSED USE

Description of type:

(Commercial, Residential, etc.)

Proposed Zoning:

No. Residential Units:

Sq. Footage per Unit:

Commercial - sq. ft.:

Retail - sq. ft.:

Height:

LINCOLN HEIGHTS NEIGHBORHOOD COUNCIL

Development Information Sheet

Date: _____

THE LOCATION:

THE PROJECT:

(Name)

THE APPLICANT:

*(Name & Contact Info.) —
email, tel. no. —*

CITY ACTION REQUIRED:

*(Zone change, variance, CUP, etc.) —
describe in detail —*

Property Size (total sq. ft.):

EXISTING USE:

Description of type:
(Commercial, Residential, etc.)

Present Zoning:

No. Residential Units:

No. Affordable Units:

No. Apartments:

Commercial - sq. ft.:

Retail - sq. ft.:

Floor Area Ratio:

Height:

No. of Auto Trips:

No Parking Spaces:

PROPOSED USE:

Description of type:
(Commercial, Residential, etc.)

Proposed Zoning:

No. Residential Units:

No. Affordable Units:

No. Apartments:

Commercial - sq. ft.:

Retail - sq. ft.:

Floor Area Ratio:

Height:

No. of Auto Trips:

No Parking Spaces:

PENDING HEARINGS:

(Date, time, location, Govt. entity)

NOTICE TO ALL RESIDENTS WITHIN 1000 FEET:

- Yes (with date) or No -

AMOUNT to be contributed to the Lincoln Heights Traffic Safety Program: \$