



Venice Neighborhood Council

PO Box 550, Venice, CA 90294 / www.VeniceNC.org
Email: info@VeniceNC.org / Phone or Fax: 310.606.2015



May 16, 2008

Councilmember Bill Rosendahl
City of Los Angeles
City Hall
200 Spring Street
Los Angeles, California 90012

Subject: Digitalizing City Planning Documents

Dear Bill:

The Venice Neighborhood Council's ("VNC") Board of Officers did at a regular meeting May 13, 2008 move and pass unanimously the following recommended motion from the Land Use and Planning Committee:

That the VNC ask your office to immediately introduce the following motion to the City Council:

Whereas the Department of City Planning is mailing to Neighborhood Councils complete sets of plans and file documents submitted by applicants for building permits, and

Whereas Neighborhood Councils must timely review these documents to prepare and forward recommendations to the Department of City Planning, and

Whereas the cost to prepare, reproduce and mail such documents is extraordinary,

Be it resolved that the Department of City Planning immediately commence a thirty-day study on the application of its extensive existing digital and internet resources to perform the following services:

- 1) *Require* all commercial project applicants to provide the Department of City Planning with digital Portable Document Format (PDF) project files and/or secure web links to same, in addition to the standard paper document sets;
- 2) *Request* all residential applicants to provide the Department of City Planning with same;
- 3) Digitize all non-digital project materials received;
- 4) Provide a web-based library (ftp site or similar) of all digitized project files, available to all Neighborhood Councils;



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- 5) Include web links to these resources within the list of Entitlement Applications received by the Department of City Planning, which is currently distributed to all Certified Neighborhood Councils;
- 6) Provide all Neighborhood Councils with annual training regarding use of the digital library;
- 7) Continue to provide both paper and digital formats during year one;
- 8) Eliminate paper document delivery (except by specific request) in year two; and
- 9) Fund these ongoing services with cost savings achieved by eliminating paper document delivery, expected to begin in year two after each Neighborhood Council

I understand that a similar request was sent to you at some point last year. We feel strongly about this and, as always, appreciate your attention and support.

Sincerely,

A handwritten signature in black ink that reads "Mike R. Newhouse".

Mike Newhouse, President
Venice Neighborhood Council

CC: Secretary@VeniceNC.org