

**BOARD OF PUBLIC WORKS
MEMBERS**

STEVE KANG
PRESIDENT

JENNY CHAVEZ
VICE PRESIDENT

JOHN GRANT
PRESIDENT PRO TEMPORE

FAITH MITCHELL
COMMISSIONER

ERNESTO CARDENAS
COMMISSIONER

ELYSE MATSON
EXECUTIVE OFFICER

CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS
MAYOR

**DEPARTMENT OF
PUBLIC WORKS**

**BUREAU OF
ENGINEERING**

ALFRED MATA, PE
INTERIM CITY ENGINEER

1149 S. BROADWAY, SUITE 700
LOS ANGELES, CA 90015-2213

<http://eng.lacity.org>

February 27, 2026

The Honorable City Council
c/o Patrice Lattimore, City Clerk
Office of the City Clerk
Room 360, City Hall

COUNCIL FILE NO. 24-0489 – PROCESS UPDATE REGARDING SUBMISSION AND INSTALLATION REQUESTS OF WALK OF FAME STARS RECEIVED FROM THE HOLLYWOOD CHAMBER OF COMMERCE

SUMMARY

As initiated by the City Council, this report approves an amended process removing the step of Council approval of submissions in order to be consistent with other right-of-way permits and to streamline processing. The amended process authorizes the Board of Public Works to accept a list of submissions approved by the Hollywood Chamber of Commerce and instructs the Bureau of Engineering (BOE) to issue A-Permits for installations of approved names upon application from the Chamber.

RECOMMENDATION

That the City Council:

1. APPROVE the attached amended procedures for acceptance of names from the Hollywood Chamber of Commerce for installation on the Hollywood Walk of Fame.
2. AUTHORIZE the Hollywood Chamber of Commerce to approve the addition of new star names to the Hollywood Walk of Fame following its established procedures for nomination qualifications and star selection, the decisions of which are final and entirely within the Chamber's discretion.

BACKGROUND

On May 17, 2024, the City Council adopted a Motion ([Council File No. 24-0489](#)) regarding a process update for submission and installation requests for Walk Of Fame stars received from the Hollywood Chamber of Commerce. The City Council action included the following instructions:

1. The City Attorney to prepare an ordinance amending Municipal Code Section 28.04(d) to remove the clause “with the approval of the City Council” from this portion of the section in order to read: (d) Nothing in this section shall apply to the installation of a metal plaque or plate or individual letters or figures in a sidewalk commemorating an historical, cultural, or artistic event, location or personality for which the Board of Public Works, has granted a written permit. ***(Amended by Ord. 109,896, Eff. 9/28/57.)***
2. Bureau of Engineering be instructed to report back to the Council with a process updating the one described in Council File 78-3949 for receiving proposed submissions for Walk of Fame Star installations from the Hollywood Chamber of Commerce or an individual Council Member consistent with the amended process described above with the final City approval being at the Board of Public Works.

DISCUSSION

The City’s current authority and procedures for the design and installation of stars in the Hollywood Walk of Fame were established by Ordinance Number 109,896 in 1957 (Council File No. 78462), amended by Council Files 71376 and 71377, and in accordance with Council File 78-3949.

The Hollywood Walk of Fame is administered by The Hollywood Chamber of Commerce (Chamber). The Chamber is the originator of the Hollywood Walk of Fame and has been administering it for about 60 years. The Chamber accepts nominations for the Hollywood Walk of Fame (HWOFF) every year and the Chamber Selection Committee approves an individual or a group to be honored with a Walk of Fame star during the annual Walk of Fame selection meetings held in June. All nominations are approved by the Chamber, the decisions of which are entirely within the Chamber’s discretion. Nomination, qualification, and selection procedures are entirely within the Chamber’s discretion, and may change at any time, without notice.

After a new star is approved for an insertion of a name into the HWOFF, the Chamber submits a written permission request to the BOE Central District Office that includes Chamber Board of Directors minutes, celebrity’s biography, and address and location description of the proposed star.

Upon receipt of a written request for permission to install an additional name on the Hollywood Walk of Fame, BOE transmits in writing said name and location to the City Council for approval. After City Council approval is granted, BOE authorizes issuance of the construction "A" permit for the installation of the star subject to the condition that said work be done in accordance with the Hollywood Walk of Fame Specifications as per BOE Standard Plan Number S-445-0 and without any cost to the City.

The subject Motion directed BOE to update the current process for receiving submissions for the Hollywood Walk of Fame in an effort to create consistency across the permitting activities of the Public Works Bureaus and in the interest of streamlining workflows, by removing the step of City Council approval for Hollywood Walk of Fame installations.

The amended procedure recommended by BOE is provided in Exhibit A and summarized as follows:

The Chamber will review all nominations for inclusion, approve any additional names through its selection process within its discretion, and generate an approved list of new names to be presented to the City annually after their meeting in June. As recognized in the procedures previously adopted in 1962 under Council File 71376 and 71377, the Chamber "through its association with representatives of the various branches of the entertainment industry, would be the best qualified organization upon whose recommendations the Board of Public Works and the City Council could rely in the matter of approving the installation of additional names in said sidewalk..." The Chamber's list of approved names shall be presented annually to the BOE, to be submitted as a report to the Board of Public Works for acceptance.

BOE shall prepare a report to the Board of Public Works upon receipt of the recommended names from the Chamber for acceptance. As recognized in previous procedure per Council File No. 78-3949, "the review and recommendation of the Board of Public Works shall not take into consideration the merits of the involved names which have been recommended." The Board of Public Works adoption of the report constitutes the City's acceptance of the Chamber's approved selection of names for installation. Upon adoption of the report, the approved names may be authorized for A-Permit issuance, upon receipt of an application from the Chamber or its representative by the BOE for installation.

Removal of the City Council approval step from the process of installation of new names on the HWOFF will eliminate an extraneous step by the BOE and City Council and streamline the workflow of the entire process for accepting additional star names and issuing construction A-permit. At present time, BOE needs to prepare a separate recommendation for every additional star name and submit it to the City Council for approval prior to issuance of every A-permit. With the new procedures, BOE and City Council will not need to process repetitive reports for every new star and all new

names may be accepted once a year through the Board of Public Works approval process.

Under the previous procedures established per Council File No. 78-3949, there are two options for originating submittals of request for new additional names in the HWOFF. One of the options was through the City Department or the City Officials, to receive such requests and forward them to the City Council for referral to the Public Works Committee. The Public Works Committee, in its turn, would transmit recommended names to the Chamber for their review and recommendation for approval for inclusion within the HWOFF. Upon receipt, the Chamber would have 60 days as to the disposition of any names forwarded by the Council for consideration and, if no answer is received within 60 days, it would be assumed that the Chamber has approved the City's request or recommendation. The second option allowed the Chamber to receive such requests directly and transmit them directly to the Public Works Committee and the Board of Public Works.

With the proposed updated procedures, consistent with the current practice of processing Walk of Fame related requests, all requests for installation of new additional names in the HWOFF will originate with the Chamber. Recommendations for addition of new names in the HWOFF made by the City Council, if any, will be also processed through the Chamber. After the Chamber finalizes the proposed list of additional names for inclusion in the HWOFF, the request will be submitted to the BOE for preparation of the board report and further submitted to the Board of Public Works for acceptance. As such, the previous requirement for the Chamber to report back to the City Council within 60 days on the disposition of names forwarded by the Council for consideration to be added is no longer necessary and not included in the amended procedures.

Also, under the previous procedures established under Council File No. 78-3949, the installation of stars in the HWOFF required the Chamber to formally notify the owners and tenants of the abutting property of their recommendation to the Council. This requirement may have been deemed necessary at that time when the HWOFF was still in the early stages of formation. However, the HWOFF is now a universally accepted and internationally recognized monument, designated as a Los Angeles Historic and Cultural Monument (LA-194), and no abutting property owner or tenant may now have a reasonable objection to the placement of a star in the sidewalk within the HWOFF. Accordingly, no requirement for notification of tenants or property owners is included in the amended procedures.

The BOE recommends that the procedures and requirements listed as 1-3 on Exhibit A and workflow process shown on Exhibit B be approved as an updated Council policy to supersede current Council policy established under Council File No. 78-3949.

FISCAL IMPACT

Approval of this report will have no fiscal impact. Hollywood Walk of Fame stars are installed at no cost to the City.

Respectfully submitted,



Alfred Mata, P.E.
Interim City Engineer

AM/BM:eb;eg

Attachments

cc: Randall Winston, Office of the Mayor
Andrea Greene, Office of the Mayor
Steve S. Kang, Board of Public Works

EXHIBIT A

1. Requests for installation of an additional name or names in the terrazzo sidewalks on Hollywood Boulevard and Vine Street Hollywood Walk of Fame (HWOFF) shall be made to the City by the Hollywood Chamber of Commerce (Chamber). The Chamber shall present the list of approved names for inclusion to the Bureau of Engineering (BOE) on an annual basis. The Chamber shall review and approve all names for inclusion prior to presentation of the list of approved names to the City. The Chamber shall include with its list of approved names, findings that each approved name was or is an outstanding member of the entertainment industry. The Chamber may receive requests for inclusion on the HWOFF directly, or City Council may transmit a request for inclusion on the HWOFF to the Chamber for their review.
2. Upon receipt of the list of approved names for inclusion from the Chamber, BOE shall prepare a report to the Board of Public Works as to the proposed location(s) as related to the engineering, design, and public improvement requirements, if any. Such a report may also contain a location sketch of the proposed placement of approved names. The Board shall review and adopt the report from BOE prior to issuance of any permits for installation of the additional names on the HWOFF. Such review and adoption by the Board of Public Works shall not take into consideration the merits of the involved names which have been approved by the Chamber. Any approved names for inclusion listed in the report will be eligible for permit issuance for installation.
3. Upon adoption of the report by the Board of Public Works, the BOE may receive an application to install an approved name on the HWOFF. Applications may be submitted by the Chamber or their representative. Permits shall be issued subject to the following conditions:
 - a. That said work be done in strict accordance with City Standards and without cost to the City.
 - b. That the placement of the star at the proposed location and at the proposed time shall not interfere with the normal public use of the sidewalk, except for temporary periods of installation, dedication, or ceremonial events.

EXHIBIT B

Revised Hollywood Walk of Fame (HWOFF) Process

