



CITY OF CULVER CITY
9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

**REGULAR MEETING
COMMITTEE ON PERMITS AND LICENSES
WEDNESDAY, APRIL 23, 2008
10:00 A.M.
CITY HALL, MIKE BALKMAN COUNCIL CHAMBERS
MINUTES**

1. **CALL TO ORDER**

AT 10:04 A.M. CHAIRPERSON SHELLY WOLFBERG CALLED THE COMMITTEE ON PERMITS AND LICENSES TO ORDER.

2. **ROLL CALL**

CHAIRPERSON: SHELLY WOLFBERG, ASSISTANT TO THE CITY MANAGER

MEMBER DESIGNEES: JOSE MENDIVIL, ASSOCIATE PLANNER,
NAGAM RAO, TREASURY DIVISION MANAGER
LT. CRAIG BLOOR, POLICE DEPARTMENT
INSPECTOR MIKE McCORMICK, FIRE DEPARTMENT

STAFF: ROSA LAGASSE, SENIOR ACCOUNT CLERK
GUISELA ZAVALA, BUSINESS TAX INSPECTOR

3. **RECEIVE AND FILE SECRETARY'S REPORT – POSTING OF AGENDA**

MOTION: MR. RAO SECOND: LT. BLOOR

That the Committee receive and file the Secretary's Report, which reflects the posting of the Agenda for today's meeting.

PASSED UNANIMOUSLY

4. **APPROVAL OF MINUTES OF APRIL 9, 2008**

MOTION: MR. RAO SECOND: INSP. McCORMICK

That the Committee approved the minutes of the April 9, 2008 Committee Meeting.

PASSED UNANIMOUSLY

5. **INFORMATION CARD**

Notice of Intention to Appeal or Solicit, submitted by Patricia Bravo, Committee Chair, **CULVER CITY BOY SCOUTS TROOP 113**, for an Information Card, to conduct a fundraiser for the 29th annual spaghetti dinner fundraising event, on April 19, 2008 through Saturday, May 17, 2008. Applicant has previously provided a copy of their letter of determination as a tax-exempt entity from the Internal Revenue Service. Previous Information Cards have been issued.

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6. **LECTURE/LIMITED TIME PERFORMANCE**

Application by Patricia Bravo, Committee Chair, **BOY SCOUTS OF AMERICA TROOP 113 OF CULVER CITY**, to conduct a spaghetti dinner, at the Culver City High School Cafeteria, on Saturday, May 17, 2008, from 3:00 p.m. until 7:00 p.m. Applicant has previously provided a copy of their letter of determination as a tax-exempt entity from the Internal Revenue Service. Approximately 200+ are expected to attend. Previous permits have been issued.

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7. **LECTURE/LIMITED TIME PERFORMANCE-AS CORRECTED**

Application by Ian Campbell, Manager, **BEYOND MARKETING GROUP**, to conduct an Art Exhibit, open to the public, alcohol served at no charge, and valet service, at the **commercial** location of 3521 Helms Ave, on Saturday, May 10, 2008, from 6:00 p.m. to 10:00 p.m., Applicant has provided a site plan approved by the Culver City Police Department, Planning Division, Engineering Division and the Fire Prevention Bureau. Approximately 200 are expected to attend. Previous permits have been issued.

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8. **LECTURE/LIMITED TIME PERFORMANCE**

Ratification of the administrative approval given by the City Manager and City Treasurer, pursuant to C.C.M.C. Section 11.01.515, to Tedd Davis, President of **CALIFORNIA DANCE CENTER**, to conduct a dance recital, at no charge, at the Veterans' Memorial Building, on April 13, 2008, from 5:00 p.m. to 7:30 p.m., *provided that* all terms and conditions set forth by the Culver City Police Department, Planning Division, and Fire Prevention Bureau, are met and adhered to at all times. Approximately 300 people are expected to attend. Previous permits have been issued

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9. **LECTURE/LIMITED TIME PERFORMANCE**

Application by Corey Helford, owner of **COREY HELFORD GALLERY**, to conduct an art gallery opening, open to the public, with tents, caterer, and alcohol served at no charge, at the commercial location of 8522 Washington Blvd., on Saturday, April 26, 2008, from 7:00 p.m. to 10:00 p.m., *provided that* all terms and conditions set forth by the Culver City Police Department, Planning Division, and Fire Prevention Bureau, are met and adhered to at all times. Approximately 200 people are expected to attend. Previous permits have been issued

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10. **LECTURE/LIMITED TIME PERFORMANCE**

Application by Corey Helford, owner of **COREY HELFORD GALLERY**, to conduct an art gallery opening, open to the public, with tents, caterer, and alcohol served at no charge, at the commercial location of 8522 Washington Blvd., on Friday, May 30, 2008, from 7:00 p.m. to 10:00

p.m., *provided that* all terms and conditions set forth by the Culver City Police Department, Planning Division, and Fire Prevention Bureau, are met and adhered to at all times. Approximately 200 people are expected to attend. Previous permits have been issued

MOTION: MR RAO SECOND: LT. BLOOR

That the Committee *approved* items #5 through #10 from the regular scheduled agenda items.

PASSED UNANIMOUSLY

11. LECTURE/LIMITED TIME PERFORMANCE

Application by Jay Shery, Chair, **CULVER CITY EXCHANGE CLUB**, to conduct the 5th Annual Crusin' Back to the 50's Car Show, with live music and vendors in downtown Culver City, on Culver Blvd., Washington Blvd., & Main St., between Duquesne Ave. and Canfield Ave., on Saturday, May 10, 2008, from 5:00 a.m. to 5:00 p.m., *provided that* all terms and conditions set forth by the Community Development Department, Planning Division, Police Department, Bureau of Fire Prevention, Engineering Division, and all other City agencies, divisions and/or departments are met and adhered to at all times. Approximately 5000 people are expected to attend. Previous permits have been issued.

DISCUSSION:

Mr. Rao wanted asked staff that was present, if they had any comments. He referred to all Departments to confirm whether they had any comments. He addressed Samantha Blackshire from Transportation Department and Richard Solis from the Engineering Department.

Mr. Solis responded by saying what the parameters will be for the Public Notice. The limits are south of Culver Blvd., north of Lucerne Ave., La Fayette Place east of Van Buren Place. The Public Notice will be passed out to the surrounding area one week before the event.

MOTION: MR RAO SECOND: LT. BLOOR

That the Committee *approved* this item from the regular scheduled agenda items.

PASSED UNANIMOUSLY

12. LECTURE/LIMITED TIME PERFORMANCE-AS CORRECTED

Ratification of the administrative approval given by the City Manager and City Treasurer, pursuant to C.C.M.C. Section 11.01.515, to Jeanne Kahn, Director of Finance of **THE WILLOWS COMMUNITY SCHOOL**, to conduct a grandparents and special friends day with live music, no charge, on Friday, April 18, 2008, from 8:00 a.m. to 12:00 p.m. at the schools **commercial location** of 8520 Warner Dr. Culver City, CA 90232; where students will bring a grandparent or a special friend to school, *provided that* all terms and conditions set forth by the Culver City Police Department, Planning Division, and Fire Prevention Bureau, are met and adhered to at all times. Approximately 350 people are expected to attend. Previous permits have been issued

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13. LECTURE/LIMITED TIME PERFORMANCE-AS CORRECTED

Ratification of the administrative approval given by the City Manager and City Treasurer, pursuant to C.C.M.C. Section 11.01.515, to Kendra Gill, Account Manager of **AMERICAN RED CROSS**, to park the ARC Bloodmobile in the parking lot in front of the Grace Lutheran Church, located at the **commercial location** of 4447 Overland Ave., to conduct a blood drive on Sunday, April 20, 2008, from 8:00 a.m. to 5:00 p.m., *provided that* all terms and conditions set forth by the Culver City Police Department, Planning Division, Engineering Division, and the Fire Prevention Bureau are met and adhered to at all times, which includes that parking shall not be in the residential area. Permission has been received from the Grace Lutheran Church. Approximately 30 people are expected to attend. Previous permits have been issued.

MOTION: **MR RAO** **SECOND:** **LT. BLOOR**

That the Committee *approved* items #12, and #13 from the regular scheduled agenda items.

PASSED UNANIMOUSLY

14. **INFORMATION CARD**

Notice of Intention to Appeal or Solicit, submitted by Megan Stokes, Representative for **ENVIRONMENT CALIFONRIA**, for an Information Card; to solicit monetary contributions and distribute postcards to be sent to legislators door to door. The purpose is to lobby & build grassroots support to pass a bill to protect California's coast from oil spills, on Sunday, April 20, 2008 through Tuesday, May 20, 2008. This is the first application for a permit.

DISCUSSION:

Mr. Rao wanted addressed Guisela Zavala whether there were any representatives from the Organization present.

Mrs. Zavala responded by saying no and that the Organization had not provided the completed applications required to receive the permit.

Mr. Rao made the decision to pull this item from the agenda and present it for next week.

MOTION: **MR. RAO** **SECOND:** **MR. MENDEVIL**

That the Committee *approved* this item from the regular scheduled agenda items.

PASSED UNANIMOUSLY

15. **ADJOURNMENT**

MOTION: **MR. RAO** **SECOND:** **LT. BLOOR**

That the meeting be adjourned at 10:16 a.m., until the next regular meeting to be held on Wednesday, April 30, 2008.

PASSED UNANIMOUSLY

Respectfully submitted,

Rosie Lagassé, Secretary