Culver CITY

MIKE BALKMAN COUNCIL CHAMBERS
9770 CULVER BOULEVARD
CULVER CITY, CALIFORNIA 90232-0507
CITY HALL Tel. (310) 253-5710
FAX (310) 253-5721

PLANNING COMMISSION
MEETING AGENDA
WEDNESDAY, JULY 10, 2013
7:00 P.M.

PUBLIC COMMENT

The Planning Commission will listen to the public on any item on the agenda or item of interest that is not on the agenda. The Planning Commission cannot legally take action on any item not scheduled on the agenda. Such items may be referred for administrative action or scheduled on a future agenda.

If you wish to speak to the Commissioners, please complete a Speaker's Card and present it to the Secretary before the agenda item is called. You will be called to the podium by name when it is your turn to speak to the Commissioners.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Persons wishing to speak on agenda items will be called at the time the agenda item is brought forward. Comments will generally be limited to five minutes per speaker; however, a three-minute limit may be declared by the Chairperson for agenda items for which many Speaker Cards have been submitted.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

A total of twenty minutes shall be devoted to audience participation at the beginning of the agenda. Speakers will be called on in the order cards were received by the Secretary. If additional time is needed, the Chairperson will allow for same at the end of the agenda.

When the Secretary calls your name, please advance to the podium and state your name and city of residence. Speakers must limit their comments to five minutes. A three-minute limit may be declared by the Chairperson if there is a large number of individuals desiring to address the Commissioners.

NOTE: AT OR ABOUT 11:00 P.M., COMMISSION MEMBERS WILL DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE.

CELL PHONES AND OTHER DISTRACTIONS

Use of cell phones, pagers and other communication devices is prohibited while the Planning Commission Meeting is in session. Please turn all devices off or place on silent alert and leave the Chambers to use. During the meeting, please refrain from applause or other actions that may be disruptive to the speakers or the conduct of City business.

City Council/Agency/Commission meetings can be viewed live on Channel 35 by Time Warner subscribers. To view the Planning Commission meetings on line please visit http://www.culvercity.org/webcast

ALD

Assisted Listening Devices are available through the Secretary.

Agendas are available on the web at:
www.culvercity.org

AGENDA
Planning Commission
Wednesday, July 10, 2013
7:00 p.m.
Mike Balkman Council Chambers

CALL TO ORDER & ROLL CALL

Scott Wyant, Chair
John Kuechle, Vice Commissioner
Kevin Lachoff, Commissioner
Anthony Pleskow, Commissioner
Linda Smith-Frost, Commissioner

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT – Items Not On The Agenda

A-1 Administration of the Oath of Office to Appointed/Re-Appointed Commission Members: Scott Wyant, David Voncannon, Dana Sayles

A-2 Election of Officers and Appointment of Committees

CONSENT CALENDAR. *Note: Consent Calendar items are considered to be routine in nature and may be approved by one motion. Public requests to discuss Consent Calendar items must be filed with the Secretary before the Consent Calendar is called.*

C-1 Approval of Minutes of April 10, 2013.

ITEMS FROM STAFF

ITEMS FROM PLANNING COMMISSION

ADJOURN

Upcoming Public Meeting Schedule –Tentative – 2013

Date	Day	Time	Location
City Council			
July 22	*Monday*	*7:00PM*	*Council Chambers*
Civil Service Commission			
August 3	*Wednesday*	*7:00PM*	*Council Chambers*
Cultural Affairs Commission			
August 6	*Tuesday*	*7:00PM*	*Council Chambers*
Parks & Recreation Commission			
August 7	*Wednesday*	*7:00PM*	*Patacchia Room*
Planning Commission			
July 24	*Wednesday*	*7:00PM*	*Council Chambers*

Meetings may be added or changed.

City of Culver City, California

Planning Commission Agenda Item Report

Meeting Date: July 10, 2013	Item Number: A-2
AGENDA ITEM: Election of Officers and Appointment of Committees	
Contact Person/Dept.: Thomas Gorham Planning Manager	Phone Number: (310) 253-5727
Public Hearing: [] Action Item: [X]	Attachments: [X]
Public Notification: None	
Planning Approval: Thomas Gorham July 3, 2013	

Planning Commission Bylaws establish the first regular meeting after July 1, and seating of any new members, as the time to choose officers. Committee appointments are also made at this time.

The list of officers and committees are listed below. The current Chairperson conducts the election of the new Chairperson. The new Chairperson then conducts the election of the Vice-Chairperson and committee appointments.

For reference, Attachment No. 1 lists current Planning Commission officers and committees, basic committee meeting information, and the past year's appointees. Attachment No. 2 provides a brief description of each committee.

A. Planning Commission:
   Chairperson
   Vice-Chairperson

B. Board of Zoning Adjustment:
   2 members

C. Community Development Block Grant Advisory Committee:
   1 member
   1 alternate

ATTACHMENTS:

1. Planning Commission Officer and Committee Listing
2. Description of Committees

ATTACHMENT 1
Planning Commission
Officer and Committee Listing

What	**PLANNING COMMISSION**	**7/1/12 - 6/30/13**	**7/1/13 - 6/30/214**
When:	As determined by Council and Planning Commission.	Second Wednesday of the month at 7:00 p.m.; fourth Wednesday and other days/times as needed.	
Where:	Mike Balkman Council Chambers		
Chairperson:	Selected by Commission	Scott Wyant	
Vice Chairperson:	Selected by Commission	John Kuechle	
Members:	Appointed by City Council for four-year (staggered) term	Scott Wyant John Kuechle Anthony Pleskow Linda Smith-Frost Kevin Lachoff	Scott Wyant Linda Smith-Frost Kevin Lachoff Dana Sayles David Voncannon
	Planning Manager	Thomas Gorham	
Telephone:	Planning Division	310/253-5710	
FAX:	Planning Division	310/253-5721	

What:	**BOARD OF ZONING ADJUSTMENT**	7/1/12 - 6/30/13	**7/1/13-6/30/14**
When:	As needed		
Where:	Skelton Conference Room (City Hall second floor, Planning)		
Members:	Selected by Commission	Linda Smith Frost Kevin Lachoff	
Staff Contact:	Planning Manager	Thomas Gorham	
Telephone:	Planning Division	310/253-5710	
FAX:	Planning Division	310/253-5721	

What:	**COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE**	7/1/12 - 6/30/13	**7/1/13-6/30/14**
When:	Fall/Winter annual meeting(s) at 7:00 p.m.		
Where:	Dan Patacchia Conference Room (first floor)		
Members:	Selected by Commission	Anthony Pleskow	
Alternate:	Selected by Commission	Scott Wyant	
Other committee members are representatives from the following:	Park, Recreation & Human Services Commission Neighborhood Preservation Program Committee Disability Advisory Committee Culver City Homeowners Association		
Staff Contact:	Economic Development Manager	Todd Tipton	
Telephone:	Administration	310/253-5783	
FAX:	Administration	310/253-5783	

Attachment No. 2

PLANNING COMMISSION
DESCRIPTION OF COMMITTEES
2013-2014

The following is a brief description of the committees to which Planning Commissioners are appointed. As noted in the descriptions, some meet on a regular basis and others only as needed.

STANDING COMMITTEES

Board of Zoning Adjustment (BZA)

Established under Section 3.03.235 of the Culver City Municipal Code, the Planning Commission appoints two of its members to hear appeals involving interpretation of the Zoning Ordinance; CCMC Title 17. Decisions of the BZA are appealable to the Planning Commission. The BZA meets as needed.

Community Development Block Grant (CDBG) Advisory Committee

The CDBG Advisory Committee convenes to broaden the base for decision-making regarding allocation of the City's limited CDBG funds. The first meeting is an orientation; the second meeting is to conduct the first CDBG public hearing and make funding recommendations to City Council. The City Council then holds the second hearing. The public hearing date is set by the CDBG Advisory Committee members at their first meeting.

The committee generally meets two times between November and January of each year.

REGULAR MEETING
OF THE PLANNING COMMISSION
CITY OF CULVER CITY,
CALIFORNIA

April 10, 2013
7:00p.m.

Call to Order & Roll Call

The meeting of the Planning Commission was called to order at 7:00 p.m.

Present: Scott Wyant, Chair
John Kuech1e, Vice Chair
Kevin Lachoff, Commissioner
Anthony Pleskow, Commissioner
Linda Smith Frost, Commissioner

oOo

Pledge of Allegiance

Thomas Gorham, Planning Manager, led the Pledge of Allegiance.

oOo

Comments for Items NOT on the Agenda

Chair Wyant invited public input.

No speakers came forward and no cards were received.

oOo

Public Hearing

Item PH-1

Conditional Use Permit Modification CUP/M P-2012171 to permit an increase in student enrollment from 300 students to 400 students for the Wildwood School located at 12201 Washington Place

Joshua Williams, Associate Planner, provided a summary of the material record.

Chair Wyant opened the public hearing.

The following members of the audience addressed the Commission:

Clare Bronowski, applicant representative for the Wildwood School, provided a brief introduction of the item and the history of the school; she discussed the lease with the Culver City School District; the long-term plan; capacity; and she indicated that they had no plans for new construction at the school.

Colleen Pundyk, Director of Institutional Advancement, provided background on herself and on the school; discussed previous improvements to the campus and the athletic program noting that they did not make use of City parks; she described current facilities; their partnership with McBride School and with Grandview Elementary School; community activities; the Mar Vista Garden Tour; required intern programs; The Wildwood Outreach Center; diversity; the number of Culver City residents in their student population; and she invited Commissioners and staff to visit the campus.

Ms. Bronowski discussed the application and justification for approval; the commitment to the City; how the project benefits the City; the importance of being part of the community; parent involvement; she indicated that they did not and would not have a negative impact on the City; discussed the underlying zoning; the location; immediate neighbors; police and fire use; the dedicated library; financial benefits to the Culver City School District; support letters from local schools, businesses and neighbors; school spending; and spending generated by the school.

MOVED BY VICE CHAIR KUECHLE, SECONDED BY COMMISSIONER PLESKOW AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION CLOSE THE PUBLIC HEARING.

Discussion ensued between Commissioners and staff regarding the size of the student body when it was Betsy Ross Elementary; the process to increase square footage at the school; the size of a typical Culver City Unified School District (CCUSD) school compared to The Wildwood School; praise for the presentation; concern with the issue of too many schools in the City; the number of students attending school in the City vs. the number of school-aged children living in the City; impacts to the City; the fact that schools are not a money-making institution for the City; the need to create a concrete plan for an overall policy for schools in the City; impacts to adjacent uses; parking and noise issues; the value of the lease with CCUSD; the request for a 25% increase in the student population by the year 2020; whether this would be the last requested increase; Condition 21; clarification regarding property use; the current Conditional Use Permit (CUP); mitigation measures for the increased numbers; and additional conditions to address the significant increase to the student body.

In response to inquiry from Chair Wyant, Ms. Bronowski discussed the parking arrangement with the neighboring church.

Additional discussion ensued between Commissioners and staff regarding appreciation for the thoroughness of the report; concern with incremental development; the vacuum of a larger policy; clarification that the proposed increase to the student population is 33% rather 25%; the surrounding neighbors; traffic issues; the degree of impact; the traffic study; CEQA criteria; the base number vs. the eventual final number of students; projections for the affected intersections; expected development in the neighborhood; related projects; the need for a comprehensive study on private school uses; the budget process; incrementalism; the ability to impose a condition that the school would not come back for additional development; Condition 22; requiring a six month review after any increase in enrollment; revocation and modification if circumstances change; terms of the CUP; the process for review and imposing conditions to mitigate impacts; the ability of the school to appeal; shortening the review period; reimbursement to the City for staff time; appreciation for the improvements to the campus; and a suggestion to continue the CUP for the existing project but not add the 100 students until issues are addressed.

Ms. Bronowski discussed resources spent on the application and the burden if they have to return for additional consideration.

Further discussion ensued between staff and Commissioners regarding concern with setting a precedent; seeking guidance from the City Council; the role of the Commission; legal requirements; formally requesting that the City Council formulate an overall approach to private schools in the

City; clarification that the applicant has supplied all requested data; projected growth; and a suggestion to build in an increment stipulating how much the school can grow each year.

Ms. Bronowski indicated that the school was planning on incremental growth.

Discussion ensued between staff and Commissioners regarding the process to request that the City Council address the issue of private schools in the City; clarification that if noise and traffic are real issues at the school than the cap is no longer 400; impacts that cannot be mitigated; clarification that additional conditions could be required by staff but the Commission would have to consider whether the impacts would create a condition that has gone beyond the threshold of impactability; the three-month review periods; clarification that Commissioners can request that the item return for additional review; and whether the Commission can withhold approval of additional students.

MOVED BY COMMISSIONER LACHOFF AND SECONDED BY COMMISSIONER PLESKOW THAT THE PLANNING COMMISSION: APPROVE THE CONDITIONAL USE PERMIT MODIFICATION CUP/M P-2012171, SUBJECT TO THE CONDITIONS OF APPROVAL AS OUTLINED IN RESOLUTION NO. 2013-P004 (ATTACHMENT NO. 1), WITH THE AMENDMENTS TO CONDITION 21 TO REQUIRE THAT THERE WILL BE NO FUTURE REQUESTS FOR INCREASES ABOVE THE 400 APPROVED AS PART OF THE CONDITIONAL USE PERMIT; FOLLOW UP INSPECTIONS ARE TO BE CONDUCTED AT THREE MONTHS INSTEAD OF SIX MONTHS; AND ADD TO CONDITION 22 THAT LIMITS THE INCREASE TO NOT MORE THAN 10% IN ANY TWO-YEAR PERIOD UP TO A MAXIMUM OF 400 STUDENTS TO MEET THE REQUIRED FINDINGS AND MITIGATE ANY NEW PROJECT IMPACTS IDENTIFIED AT THE MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LACHOFF, PLESKOW, WYANT
NOES: KUECHLE, SMITH-FROST

MOVED BY COMMISSIONER LACHOFF, SECONDED BY CHAIR WYANT AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION ACCEPT THE NEGATIVE DECLARATION FOR THE PROJECT.

oOo

Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COMMISSIONER PLESKOW, SECONDED BY COMMISSIONER LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION APPROVE THE MINUTES OF FEBRUARY 13, 2013.

MOVED BY CHAIR WYANT AND SECONDED BY COMMISSIONER PLESKOW THAT THE PLANNING COMMISSION APPROVE THE MINUTES OF FEBRUARY 27, 2013. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LACHOFF, PLESKOW, SMITH FROST, WYANT
NOES: NONE
ABTAIN: KUECHLE

oOo

Items from Staff

Thomas Gorham, Planning Manager, discussed upcoming meetings and agenda items.

oOo

Items from Planning Commissioners

MOVED BY VICE CHAIR KUECHLE, SECONDED BY CHAIR WYANT AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION AGENDIZE A DISCUSSION OF ESTABLISHING CRITERIA INCLUDING DEVELOPMENT OF PERFORMANCE STANDARDS AND FINDINGS FOR PRIVATE SCHOOL USES AND A DISCUSSION OF APPROPRIATE ZONING DISTRICTS TO ALLOW PRIVATE SCHOOLS WITH CLARIFICATION ON THE DEFINITION OF PRIVATE SCHOOLS FOR THE MEETING OF MAY 22, 2013.

oOo

Adjournment

There being no further business, at 8:21p.m., the Culver City Planning Commission adjourned to the next regular meeting on Wednesday, April 24, 2013, at 7:00p.m. in the Mike Balkman Council Chambers.

oOo

____
YVONNE D. HUNT
SECRETARY of the CULVER CITY PLANNING COMMISSION

APPROVED ____________________

____
SCOTT WYANT
CHAIR of the CULVER CITY PLANNING COMMISSION
City of Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, City of Culver City, California and constitute the Official Minutes of said meeting.

_________________________ _________________________
Martin R. Cole Date
CITY CLERK