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

July 13, 2011
7:00 p.m.

Call to Order & Roll Call

The meeting of the Planning Commission was called to order at 7:04 p.m.

Present: Linda Smith Frost, Chair
Anthony Pleskow, Vice Chair
John Kuechle, Commissioner
Marcus Tiggs, Commissioner
Scott Wyant, Commissioner

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Pledge of Allegiance

Sol Blumenfeld, Community Development Director, led the Pledge of Allegiance.

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Presentation

Item P-1

Administration of Oath of Office to Commissioner-Designate Linda Smith Frost

Ela Valladares, Deputy City Clerk, administered the Oath of Office to Commissioner-Designate Linda Smith Frost.

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Comments for Items NOT on the Agenda

Chair Smith Frost invited public participation

The following member of the audience addressed the Commission:

Margaret Genae expressed concern regarding a proposed 7-11 on Braddock and Sepulveda noting that area residents did not support it; she listed resident concerns including traffic; she discussed the Safe Routes to School program; expressed concern with deliveries and the possible creation of a blind driveway and alley; and she distributed a letter to the Commission.

Thomas Gorham, Planning Manager, provided information on the project and described the process and community outreach.

Chair Smith Frost encouraged Ms. Genae to contact Planning Manager Gorham for additional information.

Yvonne Hunt, reported that written comments submitted by Terry Silberman, Masu Yaganagi, and Lyndon Stambler had been received and would become part of the record and distributed to the Commission.

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Action Items

Item A-1

Election of Officers and Appointment of Committees

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER WYANT, AND UNANIMOUSLY CARRIED THAT THE PLANNING COMMISSION APPOINT VICE CHAIR PLESKOW TO SERVE AS CHAIR OF THE CULVER CITY PLANNING COMMISSION FOR FISCAL YEAR 2011-2012.

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER TIGGS, AND UNANIMOUSLY CARRIED THAT THE PLANNING COMMISSION APPOINT COMMISSIONER WYANT TO SERVE AS VICE CHAIR OF THE CULVER CITY PLANNING COMMISSION FOR FISCAL YEAR 2011-2012.

The Commission made the following appointments:

Board of Zoning Adjusters:
Commissioner Tiggs
Vice Chair Wyant

Community Development Block Grant Advisory Committee:
Commissioner Tiggs - Member
Vice Chair Wyant - Alternate

General Design Review Committee:
Commissioner Smith Frost

Chair Pleskow

Heather Baker, Assistant City Attorney, clarified that the Commission needed to take action to dissolve the Commission/Council subcommittee as the City Council had dissolved it.

MOVED BY VICE CHAIR WYANT, SECONDED BY COMMISSIONER TIGGS, AND UNANIMOUSLY CARRIED THAT THE PLANNING COMMISSION DISSOLVE THE COMMISSION/COUNCIL SUBCOMMITTEE.

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Item A-2

Multi-Family Neighborhood Residential Design Guidelines – Gateway Adjacent Neighborhood

Thomas Gorham, Planning Manager, provided a summary of the material of record.

Sol Blumenfeld, Community Development Director, distributed diagrams to Commissioners illustrating the how multi-family guidelines go into evaluating a project.

A discussion ensued between staff and the Commission regarding appreciation for the diagram; concern with potential legal issues; clarifying text to show how the process works; whether to reference the General Plan; whether to include the diagram in the document; photographs included in the document; examples of what is encouraged and discouraged; and whether to combine the neighborhoods.

Chair Pleskow invited public comment.

The following members of the audience addressed the Commission:

Karen Kurakawa reported confusion among neighbors regarding the guidelines and how they relate to zoning but support for combining the neighborhoods.

Jane Brockman expressed support for combining the neighborhoods.

A discussion ensued between staff and Commissioners regarding combining the neighborhood; including the diagram with clarifying text and dropping the reference to the General Plan; potential legal issues; inconsistencies and what takes precedence; the General Plan and the zoning code; researched compatible neighborhood solutions; Planning Commission discretion; how the guidelines fit into the overall process; the flow of decision making; the narrative; the multi-family guidelines; design objects; energy efficient lighting; references to prevailing conditions throughout the document; preserving what is in the neighborhood; survey information; clarification that decisions of the Commission are based on law; flexibility in the interpretation of the document; applicability; usage of the words 'consider' and 'encourage'; building privacy; creating new patterns of construction to address issues; providing additional photographic examples; clarification that the entire area is zoned multi-family; multiple single family homes on a lot; addressing areas susceptible to change; listing the decision making bodies; language regarding applicability; reinforcing the idea that the document contains guidelines; and grammatical corrections.

Commissioner Kuechle summarized proposed changes including: adding the diagram as modified and supplemented with text; revisions to the language about design objects on page 14, paragraph 5b and adding energy efficient to paragraph 6h; adding a photo on page 19; inserting language read by Assistant City Attorney Heather Baker in paragraph c2 on page 4; inserting language in paragraph 4h on page 21 to clarify that the paragraph deals with height and location issues rather than stylistic issues in the previous paragraph; adding a courtyard photo on page 21; and altering the photograph on page 23 to clarify which is the desired building.

Further discussion ensued between staff and the Commission regarding next steps in the process.

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER TIGGS, AND UNANIMOUSLY CARRIED TO APPROVE THE DOCUMENT SUBJECT TO CHANGES DISCUSSED BY THE COMMISSION.

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Consent Calendar

Item C-1

Secretary's Report

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER SMITH FROST, AND UNANIMOUSLY CARRIED THAT THE PLANNING COMMISSION RECEIVE AND FILE THE REPORT OF THE SECRETARY REGARDING POSTING OF THE AGENDA FOR THIS MEETING.

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Item C-2

Meeting Minutes

MOVED BY VICE CHAIR WYANT, SECONDED BY COMMISSIONER KUECHLE, AND UNANIMOUSLY CARRIED (WITH THE EXCEPTION OF COMMISSIONER TIGGS WHO ABSTAINED DUE TO HIS ABSENCE FROM THE MEETING) THAT THE PLANNING COMMISSION APPROVE THE MEETING MINUTES FOR JUNE 22, 2011.

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Items from Staff

Heather Baker, Assistant City Attorney, reported an AB1234/ Brown Act/Conflict of Interest Training Workshop for Committee members, Commissioners and Councilmembers on July 27.

Thomas Gorham, Planning Manager, discussed upcoming items.

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Items from Commissioners

Commissioners thanked Commissioner Smith Frost for her leadership as Chair over the past year.

Commissioner Kuechle received clarification regarding the posting of minutes online and the status of the school at the EcoStation.

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Adjournment

There being no further business, at 8:22 p.m. the Culver City Planning Commission adjourned to the next regular meeting on Wednesday, August 24, 2011, at 7:00 p.m. in the Mike Balkman Council Chambers.

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YVONNE D. HUNT
SECRETARY of the CULVER CITY PLANNING COMMISSION

APPROVED 10/12/11

ANTHONY PLESKOW
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
CITY CLERK

Date 10-19-11

By:
Ela Valladares
Deputy City Clerk