

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

April 22, 2020  
7:00 p.m.

**Call to Order & Roll Call**

Chair Reilman called the regular meeting of the Culver City Planning Commission to order at 7:01 p.m.

Present: Andrew Reilman, Chair  
Kevin Lachoff, Vice Chair  
Ed Ogosta, Commissioner  
Dana Sayles, Commissioner  
David Voncannon, Commissioner

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**Pledge of Allegiance**

Chair Reilman led the Pledge of Allegiance.

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**Public Comment - Items NOT on the Agenda**

Chair Reilman invited public input.

Ruth Martin Del Campo, Administrative Clerk, indicated that comments could be emailed to [ruth.martindelcampo@culvercity.org](mailto:ruth.martindelcampo@culvercity.org); asked that email indicate which item it was addressing; noted that she would be checking for email throughout the evening; and she reported that no cards had been received for Public Comment - Items Not on the Agenda.

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**Consent Calendar**

Item C-1

**Approval of Draft Planning Commission Meeting Minutes of  
February 26, 2020**

MOVED BY COMMISSIONER VONCANNON AND SECONDED BY COMMISSIONER  
OGOSTA THAT THE PLANNING COMMISSION APPROVE MINUTES FOR THE  
MEETING ON FEBRUARY 26, 2020.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LACHOFF, OGOSTA, SAYLES, VONCANNON  
NOES: NONE  
ABSTAIN: REILMAN

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Item C-2

**Approval of Draft Planning Commission Meeting Minutes of  
March 11, 2020**

Discussion ensued between staff and Commissioners regarding  
the recusal of Commissioner Voncannon from Item PH-2 of the  
March 11, 2020 meeting and his ability to vote on the  
minutes.

MOVED BY COMMISSIONER SAYLES AND SECONDED BY VICE CHAIR  
LACHOFF THAT THE PLANNING COMMISSION APPROVE MINUTES FOR THE  
MEETING ON MARCH 11, 2020.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LACHOFF, REILMAN, SAYLES  
NOES: NONE  
ABSTAIN: OGOSTA, VONCANNON

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**Order of the Agenda**

No changes were made.

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**Public Hearings**

Item PH-1

**PC - Consideration of a City-Initiated Zoning Code Amendment to Modify Definition and Parking Requirement for Fitness Studio Uses**

William Kavadas, Associate Planner, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding the utilization study; concern with potential oversaturation of fitness studio uses in mixed-use projects; what is the right percentage of use; incentives; determining the optimum percentage; clarification that the usage is capped only by the parking exemption; and the proposed adjustment to relax the restriction causes a concern as well.

MOVED BY COMMISSIONER VONCANNON, SECONDED BY COMMISSIONER SAYLES AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION OPEN THE PUBLIC HEARING.

Chair Reilman invited public comment.

Ruth Martin Del Campo, Administrative Clerk, read a comment submitted by:

James Suhr: discussed the devastation of small retail businesses due to the Covid-19 pandemic response; reducing parking burdens; and he asked that the original staff proposal be adopted.

MOVED BY COMMISSIONER VONCANNON, SECONDED BY COMMISSIONER OGOSTA AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION CLOSE THE PUBLIC HEARING.

Discussion ensued between staff and Commissioners regarding support for the proposed motion; the original proposal; concern with imposing an arbitrary percentage; changes to demand and occupancy; responsible planning for the future; creating policy to allow for vibrant retail; historical usage; the experience of Beverly Hills with a similar use; clarification that 100% fitness use is allowed, but parking requirements must be met; the ability to make shared parking arrangements; concern with developers that would abuse the flexibility; encouraging variety of use; changes as a result of the Covid-19 pandemic; concern with holding things up;

concern with making things more difficult for business; consideration of the item at the next meeting; walking traffic to fitness studios; creating neighborhood uses; de-incentivizing parking; reducing restrictions on "mom-and-pop" uses; shared parking arrangements; revisiting the parking code; examination of parking patterns; accommodations to excuse specific properties; uses with historically high parking ratios; the ability to look back to see if modifications are necessary; and clarification that Conditions cannot be added to a text amendment, but a lookback on the subject matter can be added to the work plan.

William Kavadas, Associate Planner, read the wording for the parking requirement for fitness studios: "Fitness Studios: One per 200 square feet. Ground floor fitness studio uses less than the greater of 3,000 square feet or 30% of the gross floor area of the total mixed-use project commercial floor area in CD Zone or mixed-use project, shall provide one space per 350 square feet. Remaining commercial floor area parking shall be calculated at one space to 200 square feet of gross floor area."

MOVED BY VICE CHAIR LACHOFF AND SECONDED BY COMMISSIONER OGOSTA THAT THE PLANNING COMMISSION: ADOPT A RESOLUTION RECOMMENDING TO THE CITY COUNCIL APPROVAL OF A ZONING CODE TEXT AMENDMENT TO MODIFY THE DEFINITION AND PARKING STANDARD FOR FITNESS RELATED STUDIO USES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LACHOFF, OGOSTA, REILMAN, VONCANNON  
NOE: SAYLES

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Item PH-2

**PC - Consideration of a City-Initiated Comprehensive Zoning Code Amendment Modifying Various Sections of the Zoning Code Related to Residential Development Standards, Family Daycare Homes, Commercial Setbacks Abutting Alleys, Parking Requirements, and Smoking in Outdoor Dining and Retail Areas**

Jose Mendivil, Associate Planner, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding parking requirements; clarification regarding differences between area vs. floor area; landscaping requirements; the percentage of live plant materials required; acceptable alternative uses; the 25% driveway paving; exceptions; codifying intent; private party agreements; approved covenants; large family daycare; residential uses; state licensing requirements; ensuring that child day care homes are State licensed; state purview; exemptions for payment of City business license fees for child day care homes; clarification regarding walkways; installation of landscaping before the permit receives final inspection for permit closure; creating a separation between the driveway and the pathway so that an oversized paved area is not created; design issues; and acknowledgement of minor typographical errors that did not impact the content.

MOVED BY COMMISSIONER VONCANNON, SECONDED BY COMMISSIONER SAYLES AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION OPEN THE PUBLIC HEARING.

Chair Reilman invited public comment.

Ruth Martin Del Campo, Administrative Clerk, indicated that no public comment had been received.

MOVED BY COMMISSIONER OGOSTA, SECONDED BY COMMISSIONER VONCANNON AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION CLOSE THE PUBLIC HEARING.

Michael Allen, Current Planning Manager, noted edits made by Commissioner Voncannon including adding the word "feet" in Table 2-5 and Table 2-4 of the staff report when talking about the distance between the primary dwelling unit and accessory residential structures, and the edit made by Commissioner Sayles on Table 2-3, footnote 7 of Exhibit A to indicate floor area instead of just area.

MOVED BY COMMISSIONER VONCANNON, SECONDED BY VICE CHAIR LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION:

Adopt Resolution No. 2020-P005 recommending to the City Council approval of Zoning Code Text Amendment P2020-0078-ZCA modifying various sections of the Zoning Code related to residential development standards, family daycare homes,

commercial setbacks abutting alleys, parking requirements, and outdoor dining.

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**Public Comment - Items NOT on the Agenda**

Chair Reilman invited public input.

No cards were received and no speakers came forward.

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**Receipt of Correspondence**

Staff indicated that no correspondence had been received.

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**Items from Planning Commissioners/Staff**

Michael Allen, Current Planning Manager, indicated that the May 13, 2020 meeting would be a joint study session with the City Council on the Transportation Demand Forecast Model (TDFM) on the transition to Vehicle Miles Travelled (VMT) in lieu of Level of Service with a presentation by the Advance Planning Division and their consultant, and a discussion about an upcoming study for a comprehensive parking code update.

Sol Blumenfeld, Community Development Director, noted that the TDFM program was shared with the Public Works and Transportation Departments; he discussed work to put together a system of traffic modelling to assess impacts; and mobility fees based upon the projected impacts.

Michael Allen, Current Planning Manager, thanked Commissioner Sayles for pointing out that the American Planning Association (APA) Conference had been converted to a digital conference that is much more affordable to participate in and he asked that those interested in attending let him know.

Commissioner Sayles noted the shift of focus in the APA Conference from resiliency to planning for the pandemic.

Commissioners thanked staff for coordinating the meeting.

MOVED BY CHAIR REILMAN, SECONDED BY VICE CHAIR LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION ADJOURN THE MEETING IN HONOR OF THE 50<sup>TH</sup> ANNIVERSARY OF EARTH DAY.

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**Adjournment**

There being no further business, at 8:38 p.m., the Culver City Planning Commission adjourned in honor of the 50<sup>th</sup> Anniversary of Earth Day.

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SUSAN HERBERTSON  
SENIOR PLANNER of the CULVER CITY PLANNING COMMISSION

APPROVED \_\_\_\_\_

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ANDREW REILMAN  
CHAIR of the CULVER CITY PLANNING COMMISSION  
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, Culver City, California and constitute the Official Minutes of said meeting.

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Jeremy Green  
CITY CLERK

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Date