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

July 12, 2017
7:00 p.m.

Call to Order & Roll Call

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

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

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Pledge of Allegiance

Michael Allen, Contract Planning Manager, led the Pledge of Allegiance.

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Comments for Items NOT on the Agenda

Chair Voncannon invited public input.

No cards were received and no speakers came forward.

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Presentations

None.

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Consent Calendar

Item C-2
(Out of Sequence)

Approval of Draft Minutes of June 14, 2017

MOVED BY VICE CHAIR SAYLES, SECONDED BY COMMISSIONER OGOSTA AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF JUNE 14, 2017.

Vice Chair Sayles received clarification regarding the schedule for presentation of the amendments voted on at the last meeting to the City Council and when they take effect.

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Order of the Agenda

Chair Voncannon indicated that Item C-1 would be moved to later in the meeting when Andrew Reilman could be present.

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Public Hearings

Item PH-1

PC: Administrative Site Plan Review, P2017-0062-ASPR, Tentative Parcel Map, P2017-0062-TPM, and an Exception to the Subdivision Design Standard for the Development of a 4-Unit Townhome Style Subdivision at 4118 Wade Street

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

Discussion ensued between staff and Commissioners regarding the four lot parcel map; the small lot subdivision; the homeowner association requirement due to necessary easements; street widening; and the rear garden area.

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

Chair Voncannon invited public comment.

The following members of the audience addressed the Commission:

Charlotte Docherty, Ben Adams Studio, provided a presentation on the proposed project.

Discussion ensued between Ms. Docherty and Commissioners regarding perimeter walls; adding a security door for the garage; drainage for the garage; and ventilation.

Aron Nussbaum, Landscape Architect for the project, described replacement of front yard trees; native landscaping; and proposed plantings.

Discussion ensued between project representatives and Commissioners regarding permeable paving; City requirements; storm water management practices; setbacks; and sight lines.

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

Discussion ensued between staff and Commissioners regarding a letter from a neighbor concerning Conditions of Approval; reducing hours of construction; concern with construction parking; maintaining past practices; standard conditions; minimizing disruption; allowing the project to be completed quickly; limiting exterior construction hours but allowing extended hours for interior finishing; procedures for off-hours construction; Commission agreement to require a security door for the garage; and a suggestion to add seismic gas shut off valves.

Responding to inquiry, Charlotte Docherty clarified that individual gas, electric and water meters has been designed into the project.

Additional discussion ensued between staff and Commissioners regarding appreciation for the elegant nature of the project; the courtyards; trees saved on the south side of the property; elevations; materiality and functionality; storage; light and air requirements; concern with conversion of space to an Airbnb; bedroom to parking ratio requirements; conditions requiring agreement that the space not be habitable; enforcement; the 7 foot ceiling; appreciation for the thoughtful design; EV parking; bicycle parking; setbacks on roof decks; the C shaped design; the storage area;

Commission agreement to Conditions 50 and 53 as proposed by staff, agreement to require a garage security door, agreement to require gas seismic shut off valves per unit, agreement to require individual gas, water and electric meters per unit; clarification that Condition 24 would be modified to reflect that the extra space cannot be used as a separate dwelling unit or bedroom as defined in the zoning code but an office or playroom would be acceptable; and inclusion of a covenant that requires that the space not be rented out as a separate living space.

MOVED BY COMMISSIONER OGOSTA, SECONDED BY COMMISSIONER LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION:

1) ADOPT A CATEGORICAL EXEMPTION PURSUANT TO CEQA SECTION 15332, CLASS 32, IN-FILL DEVELOPMENT PROJECTS, FINDING THAT THERE ARE NO POTENTIALLY SIGNIFICANT ADVERSE IMPACTS ON THE ENVIRONMENT;

2) APPROVE ADMINISTRATIVE SITE PLAN REVIEW, P2017-0062-ASPR AND TENTATIVE PARCEL MAP, P2017-0062-TPM, SUBJECT TO THE CONDITIONS OF APPROVAL AS STATED IN RESOLUTION NO. 2017-P012 WITH CHANGES AS DISCUSSED; AND

3) RECOMMEND TO THE CITY COUNCIL APPROVAL OF AN EXCEPTION TO A SUBDIVISION DESIGN STANDARD (CCMC SECTION 15.10.700.C).

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Item PH-2

PC: Tentative Parcel Map No. 74877, P2017-0053-TPM, for the Creation of a Two (2) Unit Condominium Subdivision at 4115 Lincoln Avenue in the Residential Two Family (R2) Zone

Gabriela Silva, Associate Planner, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding modification to Conditions 60 and 63; consistency of construction hours; seismic shut off valves; clarification regarding the number of units currently on site vs. what is planned for the site; and expiration of the proposed parcel map.

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

Chair Voncannon invited public comment.

The following members of the audience addressed the Commission:

Nicole Ngyuen, owner, provided details of the proposed project.

Discussion ensued between Ms. Nguyen and Commissioners regarding electric car infrastructure; sustainability features of the project; landscaping; and making use of plants that do not require as much water.

Erin Sullivan, resident, expressed appreciation for clarification regarding construction hours and she discussed the project design.

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

Discussion ensued between staff and Commissioners regarding history of the site; the second story; appreciation for restraint in the design; appreciation to Planning staff for additional changes recommended for the Conditions of Approval; concern with the blank walls visible; and Commission consensus was reached to modify Condition 60 to indicate that all construction parking is onsite or on a designated area offsite, add a Condition for seismic shut off valves, modify Condition 63 to ensure that hours of construction are consistent with the other approved project, and add a requirement for individual water meters.

MOVED BY COMMISSIONER OGOSTA, SECONDED BY COMMISSIONER LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION:

1. ADOPT A CATEGORICAL EXEMPTION PURSUANT TO CEQA SECTION 15315, CLASS 15, MINOR LAND DIVISIONS, FINDING THAT THERE ARE NO POTENTIALLY SIGNIFICANT ADVERSE IMPACTS ON THE ENVIRONMENT, AND

2. APPROVE TENTATIVE PARCEL MAP NO. 74877, P2017-0053-TPM, SUBJECT TO THE CONDITIONS OF APPROVAL AS STATED IN RESOLUTION NO. 2017-P013 WITH CHANGES AS ARTICULATED.

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Recess/Reconvene

Chair Voncannon called a brief recess from 8:26 p.m. to 8:37 p.m.

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Item PH-3

PC: Consideration of a Zoning Code Text Amendment, P2017-0117-ZCA, Amending the Zoning Code as it Relates to the Standards and Requirements for Front Yard Trellis Structures, including Culver City Municipal Code (CCMC) Section 17.300.020

Gabriela Silva, Associate Planner, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding conforming trellises; free standing trellises vs. patio trellises; accessory residential structures; inconsistencies; enforcement; and allowing trellises in the front yard.

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

Chair Voncannon invited public comment.

No cards were received and no speakers came forward.

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

Discussion ensued between staff and Commissioners regarding trellises as a character defining element; concern that the language doesn't clarify that the amendment is meant for the front yard only; adding a limitation on the allowable number; sizing; ensuring that slats are used rather than a solid structure; depth; and agreement to clarify language to

specify restrictions are meant for the front yard, limit the number of trellises, and change the depth to 3 feet instead of 2 feet.

MOVED BY COMMISSIONER LACHOFF, SECONDED BY VICE CHAIR SAYLES AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION: ADOPT RESOLUTION NO. 2017-P014 RECOMMENDING TO THE CITY COUNCIL APPROVAL OF ZONING CODE TEXT AMENDMENT P2017-0117-ZCA RELATED TO FRONT YARD TRELLIS STRUCTURES WITH ADDITIONS AS ARTICULATED BY THE PLANNING COMMISSION.

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Action Items

Item A-1

PC - Memorandum Regarding Seismic Shut-off Valves - Condition of Approval

Sol Blumenfeld, Community Development Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding concern with false shutoffs; Los Angeles requirements; appreciation to Commissioner Lachoff for bringing the item forward; addressing the issue without a building code amendment; and Commission consensus to add seismic shut off valves as a Condition of Approval.

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Item A-3
(Out of Sequence)

PC - Memorandum Regarding Discussion of Possible Zoning Code Amendment Related to Fences and Administrated Fence Waivers

Michael Allen, Contract Planning Manager, provided a summary of the material of record.

Gabriela Silva, Associate Planner, provided a summary of decision points regarding fences and administrative fence waivers; discussed allowing fence height increases in specific instances; and privacy.

Discussion ensued between staff and Commissioners regarding fences in non-residential zones; commercial applications; maintaining the character of single family neighborhoods; the change to the zoning code in 2005 reducing fence height to six feet in residential neighborhoods; existing non-conforming; 6 foot fences with a two foot extension; concern with creating a fortress-like appearance; special requests; text amendments; administrative modifications; staff discretion; and agreement that staff return with options looking at percentage relative to absolute height.

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Item A-2
(Out of Sequence)

PC - Memorandum Regarding Upcoming Zone Text Amendments in Non-Conforming Provisions Sections of the Code

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

Sol Blumenfeld, Community Development Director, discussed good faith efforts to get a property leased.

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Item A-4
(Out of Sequence)

Information Memo Report on Administrative Site Plan Review, P2016-0177-ASPR and Tentative Tract Map, P2016-0177-TTM (Map No. 69482) allowing the creation of three lots and construction of two condominiums on each Lot for a total of six condominium Units at 4227 Ince Boulevard in the Two Family Residential (R2) Zone

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

Discussion ensued between staff and Commissioners regarding how to avoid projects that take so much driveway frontage; minimum development standards; discretionary permits; multi-family guidelines; prevailing conditions; consistency with the surrounding neighborhood; maximizing the amount of front yard and minimizing the impervious area; discouraging more coverage on a lot; different approaches; requiring a driveway

on one side of the lot or the other; establishing design guidelines; discouraging excessive curb cuts; and discretionary permits.

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Item C-1
(Out of Sequence)

PC: (1) Administration of the Oath of Office to Appointed and Reappointed Commission Members; and (2) Selection of Chair and Vice Chair

Michael Allen, Contract Planning Manager, administered the Oath of Office to newly appointed Commissioner Andrew Reilman and to reappointed Commissioner David Voncannon.

Chair Voncannon welcomed Andrew Reilman to the Planning Commission and thanked staff and Commissioners for their work.

MOVED BY CHAIR VONCANNON, SECONDED BY COMMISSIONER LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION APPOINT DANA AMY SAYLES TO SERVE AS CHAIR OF THE PLANNING COMMISSION FOR FISCAL YEAR 2017-2018.

Commissioner Lachoff thanked Commissioner Voncannon for his service as Chair of the Planning Commission.

MOVED BY CHAIR SAYLES, SECONDED BY COMMISSIONER LACHOFF AND UNANIMOUSLY CARRIED, THAT THE PLANNING COMMISSION APPOINT EDWARD OGOSTA TO SERVE AS VICE CHAIR OF THE PLANNING COMMISSION FOR FISCAL YEAR 2017-2018.

Commissioner Reilman thanked Commissioners and staff for their help and support.

Vice Chair Ogosta received clarification regarding officer listings.

Discussion ensued between staff and Commissioners regarding the frequency of Committee meetings and their functions.

The Commission agreed to appoint Vice Chair Ogosta and Commissioner Voncannon to serve on the Board of Zoning Adjustment for Fiscal Year 2017-2018, and to appoint Commissioner Reilman to serve as Representative of the

Community Development Block Grant Committee with Chair Sayles serving as Alternate.

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Public Comment for Items Not on the Agenda

None.

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Receipt of Correspondence

None.

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Items from Planning Commissioners/Staff

Sol Blumenfeld, Community Development Director, discussed the request from Commissioner Ogosta for a forensic review of past projects noting that staff was working toward compiling a list with a tour of completed projects planned.

Chair Sayles suggested that the Bike Ordinance regarding parking be addressed as there are no mechanisms in place to provide incentives for alternative transit or additional bicycle parking.

Discussion ensued between staff and Commissioners regarding CalGreen requirements; code requirements; research on industry standards; and scheduling.

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Adjournment

There being no further business, at 9:46 p.m., the Culver City Planning Commission adjourned to the next regular meeting on Wednesday, August 9, 2017, at 7:00 p.m.

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SUSAN YUN
SENIOR PLANNER of the CULVER CITY PLANNING COMMISSION

APPROVED 8/23/17

~~DANA AMY SAYLES~~ ED OSOSTA
Vice-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.

Jeremy Green
CITY CLERK

30 AUG 2017
Date