



City of Culver City

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Staff Report

File #: 24-954, Version: 1

Item #:

PC - PUBLIC HEARING: Consideration of City-Initiated Zoning Code Amendment P2024-0083-ZCA amending Title 17 Zoning Sections: 17.330.015 - Definitions, 17.330.040 - Signs in the Public Right of Way, and 17.700.010 - Definitions of Specialized Terms and Phrases Related to Digital Wayfinding Kiosks on Public Property; and a Categorical Exemption pursuant to CEQA Guidelines Sections 15303 (Class 3 Exemption) and 15304 (Class 4 Exemption).

Meeting Date: May 16, 2024

Contact Person/Dept: Elaine Gerety Warner, Economic Development Director/OCM
Emily Stadnicki, Current Planning Manager/P&D

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Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Public Hearing: ☒ **Action Item:** ☐ **Attachments:** ☐

Public Notification: (E-Mail) Meetings and Agendas - Planning Commission (04/18/2024), (Posted) City website (04/10/2024); Gov Delivery (04/10/24); Downtown Business Association (04/15/24) (Published in) Culver City News (04/04/24).

Department Approval: Mark Muenzer, Planning and Development Director (04/17/2024).

RECOMMENDATION

Staff recommends that the Planning Commission (1) discuss the City-initiated Zoning Code Amendment amending Sections: 17.330.015 - Definitions, 17.330.040 - Signs in the Public Right-of-Way, and 17.700.010 - Definitions of Specialized Terms and Phrases, of the Culver City Municipal Code (CCMC) as it relates to digital wayfinding kiosks on public property (Case No: P2024-0083-ZCA) and (2) provide a recommendation to the City Council regarding the same.

BACKGROUND

Current Planning staff has retained a consultant to prepare a comprehensive update to the Sign Ordinance. It is anticipated that work will begin on this project in May of this year. At the October 23, 2023 City Council meeting, the City Council directed staff to pursue an amendment to the Sign Ordinance to allow for a digital kiosk program on a separate track from the comprehensive update to the Sign Ordinance.

DISCUSSION

City staff and the City Attorney's Office have prepared limited amendments to the Sign Ordinance that would

allow the City to consider an interactive digital wayfinding kiosk program to be installed on public property. The kiosks would be permitted to provide public information and other messaging selected by the City and may include commercial advertising.

The following is a summary of the proposed amendments, which are further detailed in Exhibit A.

- Create a new definition for “public property” to clarify that this includes facilities and structures owned or controlled by the City
- Create a definition for “wayfinding kiosk”
- Delete references to the Redevelopment Agency in section 17.330.040
- Establish wayfinding kiosks as a permissible use, so long as they are installed pursuant to an agreement with the City.

If these amendments are adopted by the City Council, the next step would be to issue a Request for Proposals for kiosk companies. The City Council would then, potentially, enter into an agreement with a kiosk company to install digital wayfinding kiosks on public property.

PUBLIC OUTREACH

CCMC Section 17.630.010 requires public notification via a publication in the Culver City News, a minimum of fourteen (14) days prior to the formal Public Hearing. Accordingly, a public notice was published on April 4, 2024, and posted on the City website and distributed electronically via GovDelivery on April 10, 2024. As of the writing of this report, staff has not received any public comments, in writing or any other form, regarding the proposed Zoning Code Amendment in response to the public notice.

ENVIRONMENTAL DETERMINATION

The proposed Zoning Code Amendment, P2022-0357-ZCA, is considered exempt from CEQA pursuant to CEQA Guidelines Section 15303 (Class 3 Exemption), because this amendment would allow the construction and location of limited numbers of new, small facilities or structures and CEQA Guidelines Section 15304 (Class 4 Exemption), because this amendment would allow for minor alterations to public land.

FISCAL ANALYSIS

No fiscal impact.

ATTACHMENTS

1. 2024-04-24_ATT - Proposed Resolution No. 2024-P001, including Exhibit A: Proposed Zoning Code Text Changes in “strikethrough/underline” format
2. October 23, 2023 City Council Staff Report
3. October 23, 2023 City Council Meeting Minutes

MOTIONS

That the Planning Commission:

Adopt Resolution No. 2024-P001 recommending to the City Council approval of Zoning Code Amendment P2024-0083-ZCA modifying Sections: 17.330.015 - Definitions, 17.330.040 - Signs in the Public Right-of-Way, and 17.700.010 - Definitions of Specialized Terms and Phrases, of the Culver City Municipal Code (CCMC) as it relates to digital wayfinding kiosks on public property and a Categorical Exemption CEQA Guidelines Sections 15303 (Class 3 Exemption) and 15304 (Class 4 Exemption).