

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF BRADBURY,
HELD ON APRIL 24, 2013 AT 7:00 PM
IN THE BRADBURY CIVIC CENTER**

- Meeting Called to Order:** The meeting of the Planning Commission of the City of Bradbury was called to order by Chairman Novodor at 7:00 p.m.
- Pledge of Allegiance:** Chairman Novodor led the pledge of Allegiance.
- Roll Call:** PRESENT: Chairman Novodor, Vice-Chairperson Kuba, Commissioners Hernandez and Dunst
ABSENT: Commissioner Esparza
STAFF: City Manager Keith, Planning Consultant McIntosh, City Clerk Saldana and Management Analyst Kearney
- Commissioner Esparza Excused:** Vice-Chairperson Kuba made a motion to excuse Commissioner Esparza from the meeting. Commissioner Hernandez seconded the motion, which carried.
- Approval of Agenda:** Chairman Novodor made a motion to proceed with the agenda as presented. Vice-Chairperson seconded the motion, which carried.
- Reorganization:** Every year in April, the Planning Commission reorganizes to appoint a Chairperson and Vice-Chairperson for the term of one year.
- Appointment of Chairperson:** Chairman Novodor called for nominations for the position of Chairperson. Commissioner Hernandez nominated Vice-Chairperson Darlene Kuba as Chairperson. Chairperson Novodor seconded the motion. There were no further nominations. The nomination carried unanimously.
- Motion passed 4:0 (Commissioner Esparza absent)
- Appointment of Vice-Chairperson:** Chairperson Kuba called for nominations for the position of Vice-Chairperson. Commissioner Dunst nominated Commissioner Esparza as Vice-Chairperson. Commissioner Novodor seconded the motion. There were no further nominations. The nomination carried unanimously.
- Motion passed 4:0 (Commissioner Esparza absent)
- New Roll Call:** Chairperson Kuba, Vice-Chairperson Esparza (absent), Commissioners Hernandez, Dunst and Novodor
- Approval of February 23, 2013 Minutes:** Commissioner Hernandez made a motion to approve the minutes of the February 23, 2013 Planning Commission meeting. Commissioner Novodor seconded the motion, which carried.
- Approval of March 27, 2013 Minutes:** Commissioner Hernandez made a motion to approve the minutes of the March 27, 2013 Planning Commission meeting. Commissioner Novodor seconded the motion, which carried. Commissioner Dunst abstained.

Compliance with California Political Reform Act: In compliance with the California Political Reform Act, each Commissioner has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision making process concerning development applications. The Commissioners disclosed the following information relative to the items contained on the agenda:

ZCA 13-18: Zone Code Amendment No. 13-18 Sign Standards:
Citywide

412 Mt. Olive Drive: Architectural Review No. AR 13-278, Neighborhood Compatibility No. NC 13-102 and Variance No. V-13-74 for 412 Mt. Olive Drive:

Commissioner Novodor disclosed that he has a conflict of interest of a business nature with the property owner of 412 Mt. Olive Drive.

Motion: Commissioner Novodor made a motion to receive and file the report as presented. Commissioner Dunst seconded the motion, which carried.

Zone Code Amendment No. ZCA 13-18 Regarding Sign Standards: Planning Consultant Anne McIntosh stated that the City Council referred the matter of proposed sign regulations back to the Planning Commission for further discussion. Of particular concern was a lack of specificity regarding the appropriate number of signs allowed on a property and the nature of the information included on a permitted sign.

Currently, there are minimal standards regarding signs in the Bradbury Municipal Code. These standards do not provide enough specificity regarding property signs or temporary signage for real estate and construction activity in residential zones and have no guidelines for campaign and political signs. The proposed ordinance would provide more detailed and comprehensive information about signage in the City.

General Plan: The proposed amendment is consistent with the City's General Plan.

Zone: Although the ordinance would be effective citywide, the Bradbury Estates CSD has its own regulations and requested to be exempt from the ordinance. Staff is recommending exempting the CSD.

Environmental Assessment: The proposed amendment of the Bradbury Zone Code Section 9.06.050.030 "Permitted Signs" is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to the provisions of Class 8, Section 15308 (Actions by Regulatory Agencies for the Protection of the Environment) of the CEQA Guidelines.

Recommendation: Staff recommends that the Commission specifically discuss the matter of existing, non-conforming signs as they relate to the proposed new restrictions of size (six square feet) and height (no higher than five feet above the ground). To the extent that existing, desirable signs may be made non-conforming and amortized by these provisions, it might be worthwhile to reconsider the restrictions. Ms. McIntosh stated that one way is to allow for exceptions to the standards under certain conditions.

Discussion: Commissioner Novodor suggested including curb numbers for the Fire Department in the proposed Ordinance. Commissioner Hernandez stated that staff should contact the cities of San Marino, Sierra Madre, Hidden Hills and Rolling Hills Estates regarding their regulations and to find out what the Fire Department requires. The Planning Commission unanimously wished to table the discussion and get more information.

Motion to Continue Public Hearing: Commissioner Dunst made a motion to continue Zone Code Amendment No. ZCA 13-18. Commissioner Novodor seconded the motion, which was carried by the following roll call vote:

Approved: AYES: Chairperson Novodor, Vice-Chairperson Kuba, Commissioners Hernandez and Dunst
NOES: None
ABSENT: Commissioner Esparza
ABSTAIN: None

Motion passed 4:0

AR 13-278, NC 13-102 and V 13-74 for 412 Mount Olive: Planning Consultant McIntosh stated that the Planning Commission, at its March 27th meeting, continued the Public Hearing for 412 Mount Olive Drive to April 24, 2013 to allow the applicant to make changes to the submitted plans that reflect the policies set forth in the City's Design Guidelines.

The project applicant, Atelier R Design, has been unable to prepare the requested modifications as of this date. The applicant respectfully requests that the Planning Commission continue this item to its May 22, 2013 meeting. The additional time will provide the project applicant sufficient time to prepare the requested plans.

Project Description: The applicant is requesting approval of plans to construct a 2,108 square foot single-story 22-foot high addition to an existing residential dwelling unit. The proposed project also includes a swimming pool and minor site improvements. The interior and exterior of the existing dwelling will be remodeled to include the addition of a front porch and a covered patio. The proposed project will create a 4-bedroom, 4-bath residence with a two-car garage.

Recommendation: The Planning Department recommends that the Planning Commission continue this project to its May 22, 2013 meeting.

City Manager Keith stated that it would be appropriate for the Planning Commission to open the Public Hearing to receive testimony and then continue the matter to May 22, 2013.

Public Hearing Opened: Chairperson Kuba opened the Public Hearing and asked those wishing to speak in favor or opposition to come forward and be heard.

Public Hearing Closed: There being no public testimony Chairperson Kuba declared the Public Hearing continued.

Motion to Continue Public Hearing: Commissioner Dunst made a motion to continue the Public Hearing for 412 Mount Olive Drive to the May 22, 2013 Planning Commission meeting. Commissioner Hernandez seconded the motion, which was carried by the following roll call vote:

Approved: AYES: Chairperson Kuba, Commissioners Hernandez and Esparza
NOES: None
ABSENT: Commissioner Esparza
ABSTAIN: Chairman Novodor

Motion passed 3:0

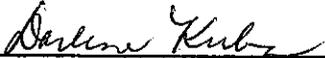
Public Comment: None

Reports and Items for Future Agendas: A. Commission Members: Commissioner Hernandez stated that he will be out of town for the June 26 Planning Commission meeting.

B. City Manager: City Manager Keith stated Friday, May 3rd is a furlough day. The special election for UUT Measure BB is on Tuesday, May 7th. The City Council scheduled a budget study session for Tuesday, May 21, from 5-7 pm before their regular meeting. The June City Council meeting has been moved from the 18th to the 25th, the June Planning Commission meeting is on June 26th, and Dave Meyer's retirement party is on Thursday, June 27th.

C. City Planner: Not present.
The Planning Department Project Status Log dated April 16, 2013, was included in the agenda packet.

Adjournment: At 7:38 p.m. Chairperson Kuba adjourned the meeting to Wednesday, May 22, 2013 at 7:00 p.m.



Darlene Kuba - Chairperson

ATTEST:



Claudia Saldana - City Clerk