

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF BRADBURY,  
HELD ON JULY 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 Chairperson Kuba at 7:00 p.m.

**Pledge of Allegiance:** Commissioner Novodor led the pledge of Allegiance.

**Roll Call:** PRESENT: Chairperson Kuba, Vice-Chairperson Esparza, Commissioners Hernandez, Dunst and Novodor  
ABSENT: None  
STAFF: City Manager Keith, City Planner McIntosh, City Clerk Saldana, Management Analyst Kearney, David Meyer with LDM Associates, Steve Lorizo and Cody Howing with RKA

**Approval of Agenda:** Commissioner Hernandez made a motion to move up item #8 Low Impact Development (LID) Ordinance and Green Streets Policy after the General Plan Update (Item #6.A) and to proceed with the agenda as modified. Commissioner Novodor seconded the motion, which carried.

**Approval of June 26, 2013 Minutes:** Commissioner Dunst made a motion to approve the minutes of the June 26, 2013 Planning Commission meeting. Vice-Chairperson Esparza seconded the motion, which carried.

**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:

**General Plan Update:** General Plan 2012-2030 Update:  
*Citywide*

**LLA 13-15:** Lot Line Adjustment No. LLA 13-15 for 325/475 Mount Olive Drive:  
  
Commissioners residing within 500 feet of 325/475 Mt. Olive Drive:  
None

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

**LID Ordinance:** Low Impact Development (LID) Ordinance and Green Streets Policy:  
*Citywide*

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

**General Plan 2012-2030 Update - Summary:**

The City Council determined that the City's General Plan should be updated to reflect the residents' vision and aspirations for the long-range physical development of the City. To that end the City Council appointed a 9-member steering committee comprised of members of the City Council, the Planning Commission and residents from each of the five council districts. The committee held workshops and numerous public meetings during the past eighteen months. The purpose was to solicit input from interested parties relative to the long-range development goals for the City. A variety of methods were employed to solicit input from community residents.

The General Plan Steering Committee used the guidelines established by the State to examine the City's physical development that has occurred since its incorporation in 1957.

**City's Mission Statement:**

The City's mission statement of "Preserving Rural Tranquility" was acknowledge as being as relevant now as it was decades ago when it was initially adopted. The mission statement provides guidance to local decision makers in the implementation of the community's land use policies.

The General Plan Committee is of the opinion that the City of Bradbury recognizes its unique single-family residential character and maintaining fiscally responsible governance and development policies shall strive to provide a stable and sustainable rural community balancing preservation of natural open-space with the needs of its residents for a quiet and safe place to live.

**Chairman of General Plan Steering Committee:**

James Hunt, Chairman of the General Plan Steering Committee, stated that the committee hereby offers its May 28, 2013 draft of the Bradbury General Plan 2012-2030 Update for consideration by the Planning Commission.

**What is a General Plan?**

Mr. Hunt started his presentation by explaining what a General Plan is. The General Plan a State Mandated Planning Document which contains the community's vision and goals and objectives and serves as a blueprint to guide future development decisions. General Plans must include a comprehensive long-term plan for the physical development of the City and Sphere of Influence.

**Power Point Presentation:**

Mr. Hunt talked about the seven basic mandated elements plus a Climate Action Plan. The following elements are located in the Bradbury General Plan 2012-2030 Update:

1. Land Use Element
2. Circulation – Transportation Element
3. Housing Element (*because the update and revision schedule for the Housing Element differs from that of the remaining General Plan elements the Housing Element is an independent document*)
4. Community Resources Element (*combines the mandated Open Space and Conservation Elements*)
5. Health and Safety Element (*combines the mandated Noise and Safety Elements*)
6. Climate Action Plan

A copy of the Power Point Presentation, dated 7/17/2013, is hereby attached as Exhibit A.

**David Meyer with LDM Associates:** Mr. Hunt turned the presentation over to Consultant David Meyer. Mr. Meyer stated that the environmental consultants have not completed their work yet (such as General Plan Environmental Processing by Candida Neal) and recommended that the Planning Commission open the Public Hearing to hear testimony and continue it to the August meeting.

**Public Hearing Opened:** Chairman Kuba opened the Public Hearing and asked those speaking in favor or opposition to come forward and be heard.

**Public Testimony:** None

**Discussion:** Commissioner Dunst inquired if noise measurements were taken. The answer was yes.

**Motion to Continue Public Hearing:** Commissioner Hernandez made a motion to continue the Public Hearing for the General Plan 2012-2030 Update to the August 28, 2013 Planning Commission meeting. Commissioner Novodor seconded the motion, which was carried by the following roll call vote:

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

**Low Impact Development (LID) Ordinance and Green Streets Policy:** Steve Lorizo with RKA Consulting Group gave a presentation regarding the draft Low Impact Development (LID) Ordinance. This Ordinance has been written to comply with the new Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination (NPDES) Permit related to the adoption of a Low Impact Development Ordinance. The new MS4 Permit contains specific provisions requiring development projects, both new and significant rehabilitation/reconstruction, to use low impact development measures to infiltrate and/or retain and reuse run-off water on-site.

Similarly, the draft Green Street Policy is designed to ensure compliance with the new MS4 NPDES Permit. The MS4 Permit requires that the City adopt a Green Streets Policy that supports the USEPA guidance regarding "Managing Wet Weather with Green Infrastructure: Green Streets" to the maximum extent practicable. At a minimum, this policy must specify the use of Green Streets strategies for transportation corridors and street and road construction of 10,000 square feet for more of impervious surface (unless specified for routine maintenance).

**Public Testimony:** None

**Motion to send LID Ordinance to City Council for Public Hearing:** Commissioner Novodor made a motion to forward the Low Impact Development (LID) Ordinance and Green Streets Policy to the City Council for Public Hearing. Vice-Chairperson Esparza seconded the motion which was carried by the following roll call vote:

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

**LLA No. 13-15 for 325/475 Mount Olive Drive:** City Planner McIntosh stated that this is a request to realign a common property line in order to accommodate existing site improvements on each respective lot. The current side lot line transects an equestrian facility on the northerly lot (375 Mount Olive).

**Recommendation:** Unfortunately, the applicant was not able to provide the required documents in time for the preparation of the Planning Commission packet. Tonight's recommendation is to continue the hearing to August 28, 2013 in order to provide time for the Planning Commission and interested parties to review the exact location of the new property line.

**Public Hearing Opened:** Chairman Kuba opened the Public Hearing and asked those speaking in favor or opposition to come forward and be heard.

**Public Testimony:** None

**Motion to Continue Public Hearing:** Commissioner Novodor made a motion to continue the Public Hearing for Lot Line Adjustment No. 13-15 to the August 28, 2013 Planning Commission meeting. Vice-Chairperson Esparza seconded the motion, which was carried by the following roll call vote:

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

**Zone Code Amendment No. ZCA 13-18 Regarding Sign Standards:** City Planner McIntosh stated that the City Council referred the matter of proposed sign regulations back to the Planning Commission for further discussion. The Planning Commission commenced discussion of this item in April, provided direction, and continued the matter forward to this meeting. City Planner McIntosh also stated that house numbering is a separate issue not covered under Sign Standards.

**Project Description:** Currently, there are minimal standards regarding signs in the Bradbury Municipal Code. These standards do not provide enough specificity regarding the 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.

**Recommendation:** The Planning Department recommends that the Planning Commission take the following action:

1. Discuss the specific following items contained in the draft Ordinance:
  - Permanent Property Identification Sign
  - Permanent Incidental Sign
  - Temporary Real Estate Sign
  - Temporary Construction Sign
  - Temporary Political Sign
  - Prohibited Signs
  - Design Guidelines for Signs
  - Non-conforming signs and amortization (*if the Planning Commission concurs with this concept, this language would be added to the draft Ordinance prior to the City Council meeting*)
2. Adopt a Resolution recommending that the City Council amend the Zoning Code by adopting ZCA 13-18.
3. Direct staff to agendize a discussion regarding street address number design for a future agenda.

**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 Testimony:** None

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

**Motion to Continue Public Hearing/ No Second:** Commissioner Novodor made a motion to continue the public hearing regarding Zone Code Amendment No. ZCA 13-18. There was no second. Commissioner Hernandez wanted the Planning Commission to review and discuss this item.

**Ordinance not to Apply to A-5 Zone:** Commissioner Hernandez specifically requested a section that this Ordinance will not apply to the A-5 Zone or CSD area.

**Motion:** Following discussion, Commissioner Hernandez made a substitute motion to adopt Resolution No. 13-XXX, recommending that the City Council amend the Zoning Code by adopting Zone Code Amendment No. ZCA 13-18 (Permitted Signs). Commissioner Novodor seconded the motion, which was carried by the following roll call vote:

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

**Public Comment:** None

**Reports and Items for Future Agendas:** A. Commission Members: Chairperson Kuba stated that she will be on vacation on August 28, 2013 and therefore miss the August meeting.

B. City Manager: City Manager Keith reminded everyone of the breakfast meeting with Supervisor Antonovich on Wednesday, July 31, at 8 am at the Civic Center.

City Hall will be closed on Friday, August 2, for First Friday Closure.

C. City Planner: Anne McIntosh provided the Planning Department Project Status Log updated July 16, 2013. Ms. McIntosh stated that the next Team Development Meeting is tomorrow, Thursday, July 25<sup>th</sup> and that the Planning Department is very busy right now.

**Adjournment:** At 8:15 p.m. Chairperson Kuba adjourned the meeting to Wednesday, August 28, 2013 at 7:00 p.m.



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Darlene Kuba – Chairperson

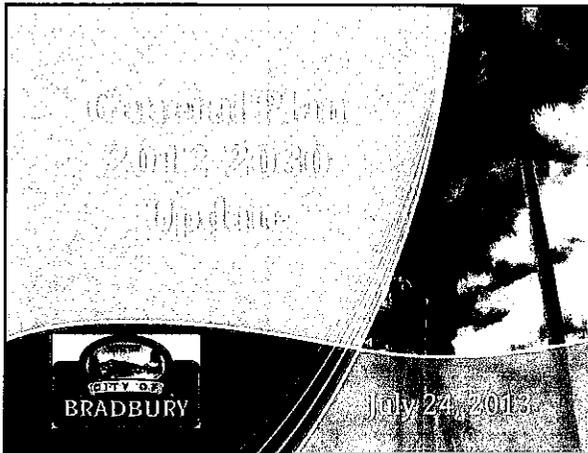
ATTEST:



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Claudia Saldana - City Clerk

Exhibit "A"



### General Plan Update Process

- ❖ Public Participation
- ❖ Data Collection
- ❖ Referral
- ❖ Coordination
- ❖ Consultation
- ❖ Planning Commission Review, Comment & Recommendation
- ❖ City Council Review and Adoption



Bradbury Planning Commission Report

### What is a General Plan?

- State Mandated Planning Document.
- The Community's Vision.
- The Community's goals and objectives.
- Blueprint to guide future development decisions.



Bradbury Planning Commission Report

### General Plan Legal Requirements

California Government Code 65000 - 66037  
Planning and Zoning Law

General Plans must include a comprehensive long-term plan for the physical development of the City and Sphere of Influence.



Bradbury Planning Commission Report

### General Plan Steering Committee Members

James Hunt - Chairperson  
 Patti DeVault - Vice Chairperson  
 Dick Hale  
 Bruce Lathrop  
 Bill Novodor  
 Darlene Kuba  
 Nomerita Ryon  
 Serena Burnett  
 \*Richard Riddle  
 Alternate D. Montgomery Lewis  
 Alternate Karen Dunst

Bradbury Planning Commission Report

### State Mandated Elements

1. Land Use	5. Open Space
2. Circulation	6. Noise
3. Housing (Not Part of this Update)	7. Safety
4. Conservation	8. Global Warming



Bradbury Planning Commission Report

## General Plan Element Format

The format of each General Plan Element is governed by the State of California General Plan Guidelines.

Each Element contains sections outlining:

- The purpose
- Relevant History (Background)
- Appropriate Data
- Key Goals, Objectives and Policies
- Implementation Programs and Actions

Bradbury Planning Commission Report

## Vision Statement

The City of Bradbury recognizes its unique single family residential character and by maintaining fiscally responsible governance and development policies shall strive to provide a stable and sustainable rural community balancing preservation of natural open space with the needs of its residents for a quiet and safe place to live and raise their families.

Bradbury Planning Commission Report

## Issues Affecting the General Plan Update

- State Mandates
- Regional Coordination (Sphere of Influence)
- Infrastructure Capacity
- Limited Developable Land
- Service and Infrastructure Financing
- Climate Change Legislation

Bradbury Planning Commission Report

## General Plan Goals

1. Financial sustainability.
2. Independent local government.
3. Local responsive and responsible governance.
4. Quiet and peaceful living environment.
5. Safe community.
6. Compatibility between rural agriculture and residential estate development.
7. Balance the City's rural character, including agricultural opportunities, preservation of open-space and natural topography, with residential necessities such as traditional municipal services and utilities.
8. Living/housing opportunities for all ages and economic levels.
9. Services for residents that encompass and are sensitive to an aging population and cultural diversity.

Bradbury Planning Commission Report

## Mission Statement

**Preserving Rural Tranquility** is a policy as relevant now as it was decades ago when it was initially adopted.

The mission statement provides guidance to local decision makers in the implementation of the community's land use policies.



Bradbury Planning Commission Report

## Overview of the General Plan 2012-2030 Update

- Based on Public Participation and Input
- Land Use based on the 1994 & 2007 General Plan.
- Overwhelming Community Satisfaction.
- Preservation of Existing Environment.



Bradbury Planning Commission Report



# General Plan 2012-2030 Update



For Information:  
See City's website:  
[www.cityofbradbury.org](http://www.cityofbradbury.org)  
City Contact:  
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Bradbury Planning Commission Report