

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF BRADBURY,
HELD ON JANUARY 23, 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, Esparza and Dunst (arrived late)
ABSENT: None
STAFF: City Planner Meyer, City Clerk Saldana and Management Analyst Kearney

Approval of Agenda: Vice-Chairperson Kuba made a motion to proceed with the agenda as presented. Commissioner Hernandez seconded the motion, which carried.

Commissioner Dunst: Commissioner Dunst arrived at the meeting.

Approval of October 24, 2013 Minutes: Commissioner Dunst made a motion to approve the minutes of the October 23, 2012 Planning Commission meeting. Commissioner Esparza seconded motion which carried. Vice-Chairperson Kuba 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:

388 Long Canyon Road: Commissioners residing within 388 Long Canyon Road:
Commissioner Hernandez

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

City Addressing Policy: City Addressing Policy:
Citywide

Motion: Vice-Chairperson Kuba made a motion to receive and file the report as presented. Commissioner Esparza seconded the motion, which carried.

Commissioner Hernandez Leaves Dais: Commissioner Hernandez, who resides within 500 feet of 388 Long Canyon Road, recused himself from the decision making process concerning this development application and stepped down from the dais.

**AR 12-275 and
NC 12-99 for
388 Long Canyon:**

City Planner Meyer stated that the property owner, Hieu Tai Tran, and his representative, Architect Steven Phillips, are requesting approval of plans to:

1. Convert a portion of an existing 6-car garage into habitable space (1,570 square feet);
2. Construct a new 1,818 square foot 4-car garage;
3. Construct a new 1,120 square foot second story bedroom/office; and
4. Install a metal framed glass roof over an existing courtyard (1,250 square feet)

The result of the proposed construction will be the creation of an eleven (11) bedroom, fifteen (15) bathroom, 23,920 square foot two-story single-family dwelling unit with an attached four (4) bedroom, four (4) bath, 2,492 square foot second dwelling unit.

**Need for
Variance(s)
Eliminated:**

The Planning Commission, at its September 26, 2012 meeting reviewed an expansion proposal that required variances from several development standards. After deliberation the Planning Commission directed the project architect to review development alternatives that would not require the granting of variances from the City's development standards.

The project architect followed the Planning Commission's direction and revised the project plans to eliminate the need for deviations from the City's development standards.

**General Plan
And Zone:**

The City's adopted General Plan designates the subject property as Residential/Agricultural 5-acre minimum. The proposed construction activity, which expands the size of the existing dwelling unit, is consistent with the goals and objectives of the City's adopted General Plan. The subject property contains 9.12 gross acres of land area.

**Environmental
Assessment:**

The proposed project qualifies for a Class 1 Categorical Exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Minor Additions to Existing Facilities). The proposed addition represents a 13% expansion of the enclosed floor area.

Recommendation:

City Planner Meyer stated that with the revisions made the project now complies with the development standards and recommended approval.

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

A. Environmental: approve an environmental Categorical Exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Minor Additions); and

B. Findings: adopt the findings of fact relative to the submitted applications.

**Public Hearing
Opened:**

Chairman Novodor opened the Public Hearing and asked those wishing to speak in favor or opposition to come forward and be heard.

Speaking In Favor: Steven Phillips, Architect

Public Hearing Closed: There being no opposition, Chairman Novodor declared the Public Hearing closed.

Discussion: City Planner Meyer stated that staff did not receive any negative comments from the neighbors.

Commissioner Dunst inquired if the Bradbury Estates HOA has reviewed and approved the plans. City Planner Meyer replied "yes."

Commissioner Dunst stated that the language in Condition No. 7 should be changed from ... a pre-construction meeting is "required" to "invited." City Planner Meyer agreed to amend Condition No. 7.

Motion: Vice-Chairperson Kuba moved to adopt Resolution No. 13-220.PC, approving Architectural Review Application No. AR 12-275 and Neighborhood Compatibility Application No. 12-99 for 388 Long Canyon Road, as amended, and subject to the conditions in the staff report dated January 23, 2013. Commissioner Dunst seconded the motion, which was carried by the following roll call vote:

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

Motion passed 4:0

Commissioner Hernandez rejoined the meeting.

Zone Code Amendment No. ZCA 13-18 Regarding Sign Standards: City Planner Meyer stated that the City Council determined that the existing regulations regarding the size, number and definition of permitted signs are inadequate as set forth in Section 9.06.050.030 of the Bradbury Zone Code. The Council directed the Planning Commission to examine the existing sign regulations and to make recommendations regarding appropriate regulation for permitted signs.

Zone: The proposed regulations of the number, kind and size of signs permitted in the community would be applicable to all zones.

Environmental Assessment: The proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Class 8, Section 15308 (Actions by Regulatory Agencies for Protection of the Environment) of the CEQA Guidelines.

Analysis: City Planner Meyer stated that the City's current sign regulations permit one (1) four square foot name plate or identification sign and one (1) four square foot "For Rent" or "For Sale" sign to be installed on any single lot. A sign that references the sale of lots in a subdivision shall be removed thirty days after the last lot is sold within one year from and after the recording of the final map, whichever period is lesser.

The current sign regulations do not provide specific instruction regarding the use of temporary signs associated with the construction of dwelling units or building additions. Contractors have indicated that their insurance companies have required that they post signs indicating their company name and contact information for emergency purposes. Additionally a sign restricting unauthorized access to the site during the construction period is important.

Contractors have requested authorization to post signs at job locations that will meet the requirements of their insurance companies. They have suggested that a maximum of six square feet would be an appropriate size for them to post the required information. Mr. Meyer stated that the Commission may also take into consideration that an emergency telephone number for City Hall may be helpful for anyone wishing to report problems at the job site.

Alternatives: City Planner Meyer stated that the Planning Commission has the following alternatives:

Option 1: Find that the existing sign regulations are adequate and that no modifications are necessary;

Option 2: Find that the recommended changes to the permitted sign ordinance are appropriate with certain modifications; or

Option 3: Find that the recommended changes to the permitted sign Ordinance are appropriate as suggested by staff.

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

A. Environmental: find that the proposed amendment of the City of Bradbury Zone Code with respect to the regulation of 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 Protection of the Environment) of the CEQA Guidelines; and

B. Findings: adopt a Resolution recommending that the City Council amend Section 9.06.050.030 of the Bradbury Zone Code regulating permitted signs within all zones.

Public Hearing Opened: Chairman Novodor 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 Chairman Novodor declared the Public Hearing closed.

- Discussion:** Chairman Novodor felt that the City's Sign Ordinance was fine and inquired if change was necessary. City Manager Keith explained that signs are required for contractors.
- Chairman Novodor asked if sign regulations inside the HOAs are different. City Manager Keith replied "no."
- Chairman Novodor stated that the Commission should approve the changes recommended by the City Planner.
- Commissioner Dunst felt that there was no need for change.
- City Manager Keith clarified that only construction signs are going to be bigger.
- Motion:** Following discussion, Vice-Chairperson Kuba made a motion to adopt Resolution No. 13-221.PC, setting forth the findings of fact and recommendation relative to Zone Code Amendment No. ZCA 13-18 – Permitted Signs. Commissioner Esparza seconded the motion, which was carried by the following roll call vote:
- Approved:** AYES: Chairperson Novodor, Vice-Chairperson Kuba, Commissioners Hernandez and Esparza
NOES: Commissioner Dunst
ABSENT: None
ABSTAIN: None
- Motion passed 4:0
- Addressing Policy:** The City's Addressing Policy became effective May 16, 1995. Since that time the City has been confronted with requests from property owners that do not comply with the standards that were established 18 years ago.
- Staff requests that the Planning Commission review the existing addressing policy. Upon review and deliberation that Planning Commission may wish to make a recommendation to the City Council regarding modification of the Administrative Addressing Policy given current demands.
- Section 9:** Section 9 of the current Addressing Policy states that the City actively discourages property owners from changing house numbers for arbitrary or superstitious reasons. House numbers are not to be assigned based upon whether a number is supposedly lucky or unlucky. In particular, insofar as possible, City staff will not assign the number eight (8) as part of any address assigned as a result of a Request for a Change of Address.
- Environmental Assessment:** Modification of the City's addressing policy is exempt from the provisions of the California Environmental Quality Act (CEQA).
- Recommendation:** The Planning Department suggests that the Planning Commission recommend that the City Council modify the City's Administrative Addressing Policy No. 6.1 and to delete Section 9.

Discussion: City Manager Keith stated that staff has not been following the address policy regarding the number "8" because other cities have been challenged on similar policies. Commissioner Hernandez inquired if the City of Bradbury has had any legal action regarding this matter. City Manager Keith replied "no" and stated that this is a housecleaning item requiring a recommendation from the Planning Commission to the City Council.

Public Testimony: There was no public testimony regarding the Addressing Policy.

Motion: Vice-Chairperson Kuba made a motion to recommend that the City Council modify the City's Administrative Addressing Policy No. 6.1 as presented by the Planning Department. Commissioner Esparza seconded the motion, which was carried by the following roll call vote:

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

Motion passed 4:0

Public Comment: None

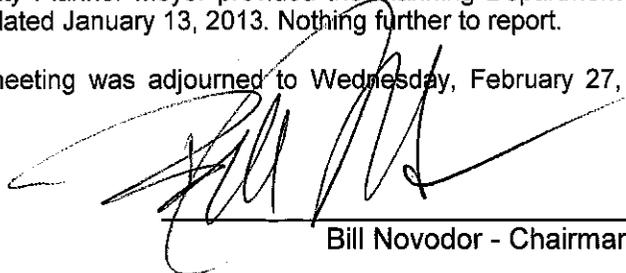
Reports and Items for Future Agendas: A. Commission Members: Chairman Novodor stated that staff informed him that City Planner Meyer is going to retire the end of June 2013. Chairman Novodor wanted the minutes to reflect how grateful the Planning Commission is for Mr. Meyer's twenty years of service.

City Manager Keith stated that we have an interim Planner to help out in the next five month. Anne Macintosh will be introduced at the February Planning Commission meeting.

B. City Manager: City Manager Keith stated that City Hall will be closed on Friday, February 1, which is a furlough day. The City Manager thanked the Planning Commissioners for attending the AB 1234 Ethics Training on January 10, 2013. The City Council has called a Special All-Mail Ballot Election on May 7, 2013 for the UUT measure. Ms. Keith encouraged the Commissioners to sign up for Nextdoor, which is exclusive for Bradbury residents.

C. City Planner: City Planner Meyer provided the Planning Department Project Status Log dated January 13, 2013. Nothing further to report.

Adjournment: At 8:00 p.m. the meeting was adjourned to Wednesday, February 27, 2013 at 7:00 p.m.



Bill Novodor - Chairman

ATTEST:

Claudia Saldana - City Clerk