

**CITY OF MANHATTAN BEACH
[DRAFT] PLANNING COMMISSION
MINUTES OF REGULAR MEETING
OCTOBER 24, 2012**

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 24th day of October, 2012, at the hour of 6:30 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City.

1. ROLL CALL

Present: Conaway, Gross, Ortmann, Paralusz, Chairperson Andreani
Absent: None
Staff Present: Laurie Jester, Planning Manager
Eric Haaland, Associate Planner
Recording Secretary, Sarah Boeschen

2. APPROVAL OF MINUTES – October 10, 2012

Commissioner Conaway requested that the first sentence of the first paragraph of page 3 of the October 10 minutes be revised to read: “Mr. English said that the City’s annual tax revenue from the center is approximately \$2.7 million.”

Commissioner Conaway requested that paragraph 13 on page 5 of the minutes be revised to read: “Commissioner Paralusz asked Mr. English to detail the crime prevention efforts . . .”

Commissioner Conaway requested that the second sentence of paragraph 5 on page 15 of the minutes be revised to read: “If the calculations are wrong and traffic does increase by 21 percent, ~~he said 0.5 percent is a drop in the bucket for the 58,000 cars that pass through that intersection each day~~ it still represents only a 0.5 percent increase to traffic on Sepulveda and is a drop in the bucket.”

Commissioner Gross suggested that language be added after to the first sentence of paragraph 7 on page 6 of the minutes to reflect the discussion that occurred at the meeting that a 2 percent increase is the threshold for a significant impact to traffic.

A motion was MADE and SECONDED (Paralusz/Gross) to **APPROVE** the minutes of October 10, 2012, as amended.

AYES: Conaway, Gross, Ortmann, Paralusz, Chairperson Andreani
NOES: None
ABSENT: None
ABSTAIN: None

3. AUDIENCE PARTICIPATION

Elaine Turner, a resident of the 1700 block of Oak Avenue, said that she has had black “dirt” crumbles on her balcony, and she is not certain if it is coming from the repaving of the asphalt on the street or from the refinery. She said that she has been breathing the black dust every day. She indicated that people have been parking on the wrong side of the street on Oak Avenue, and no parking tickets have been issued. She commented that Oak Avenue has basically become a one-way street. She suggested that the words “Slow Stop Ahead” be painted on Oak Avenue. She stated that trashcans on 17th Street are placed by the street and have not been moved for years. She indicated that the stop sign at the intersection of 14th Street and Oak Avenue is not visible to drivers because of the overgrowth of trees. She also requested that the City look into the maintaining the trees that have grown out over the streets.

Planning Manager Jester suggested that **Ms. Turner** provide staff with her contact information, and her concerns will be forwarded to the appropriate departments.

4. PUBLIC HEARING

10/24/12.2 Consideration of a Use Permit Amendment and Sign Exception for a Remodel and Modification to an Existing Religious Facility at 1829 Sepulveda Boulevard

Associate Planner Haaland summarized the staff report.

In response to a question from Commissioner Paralusz, Associate Planner Haaland indicated that the applicant is licensed by the State for a day-care facility with 15 children, and the State license would need to be amended for 28 children as part of the proposal.

In response to a question from Commissioner Conaway, Associate Planner Haaland said that maintaining a 10-foot landscape buffer between the subject property and Oak Avenue is an existing requirement. He indicated that the configuration of landscaping is not proposed to be changed as part of the project.

In response to a question from Commissioner Ortmann, Associate Planner Haaland commented that there would be a canopy sign that would face the parking lot of the subject property. He indicated that the sign would not be illuminated.

Commissioner Gross asked regarding how a license for a day-care use was granted by the State without also having been approved as part of the Use Permit for the subject site.

Associate Planner Haaland said that a day-care use within a religious facility is so common that ~~it was most likely approved routinely through the State without verifying city approval.~~_____

Commissioner Paralusz said that her recollection is that the day-care uses that have been before the Commission in the past have been for independent operations and not part of religious institutions. She indicated, however, that she is not certain if there is a distinction that is made by the State.

In response to a question from Chairperson Andreani, Associate Planner Haaland stated that a valet service would not be permitted to park cars in the street for special events at the facility. He indicated that additional tandem parking and offsite parking on commercial sites could be utilized for valet parking.

In response to a question from Chairperson Andreani, Associate Planner Haaland said that the amount of existing landscaped area on the site would not change with the proposal.

Chairperson Andreani opened the public hearing.

Public Input

Bob Baker, representing the applicant, said that their intent is to update their Use Permit to better serve the community and to provide an improved spiritual and educational experience for their congregation. He indicated that their goal is to finish the exterior remodel of the building; to improve the circulation and functionality of the interior layout of the building; to provide needed ADA access by adding an elevator to the building; and to reconfigure 976 square feet of existing storage space for their preschool. He said that the interior reconfiguration would provide a multi-purpose space of approximately 1,000 square feet that is adjacent to the existing sanctuary. He commented that they have attempted to accomplish their goals without impacting parking or the adjacent neighbors. He pointed out that the parking study concluded that no significant traffic or parking impacts are anticipated to occur as a result of the project. He said that they have listened to the concerns of the neighbors, and they believe they can solve the issues that have been raised.

Mr. Baker commented that most of the signage that is proposed is to identify entrances to the building and to make it easier for visitors to identify the building. He stated that the signage as proposed would minimize lighting facing the adjacent residents. He stated that they are proposing an electronic announcement board facing southbound Sepulveda Boulevard rather than a manually changeable vinyl information board as specified in Condition 38 of the draft Resolution. He commented that the sign would be safer to operate and would be in keeping with the remodel. He indicated that it would list events and classes. He said that there would be reasonable limitations on the content and the brightness of the sign. He commented that they have worked with the Planning and Building Departments during the application process. He commented that they would like to begin construction in early 2013 to minimize the impact to the members, staff, clergy, and students.

In response to a question from Commissioner Paralusz, **Mr. Baker** indicated that the adjacent resident to the south had complained about balls coming over the fence onto his property from the subject site. He indicated that they have agreed to work with the City and the neighbor to reach the best solution for the fence. He said that the resident across the street from the subject site has raised a concern regarding the noise from the closing gate which can be addressed with the improvements. He indicated that there occasionally is a heavy flow of traffic when parents are picking up their children. He said that they have created an operational plan for their members. He commented that there have been very few complaints from the adjacent neighbors over the 15 years they have been on the property.

In response to a question from Commissioner Paralusz, **Mr. Baker** indicated that members are required to provide a valet service for parking if they have an event that is anticipated to have a parking demand for more than 32 cars. He said that they will work with commercial property owners on a case-by-case basis to provide offsite parking for larger events. He said that they also are able to utilize their parking lot to accommodate a few additional cars with a valet service.

In response to a question from Commissioner Conaway, **Mr. Baker** stated that the number of special events that require valet parking is typically around 5 per year.

In response to a question from Commissioner Gross, **Mr. Baker** indicated that currently two staff members are present to supervise the loading and unloading of the preschool students. He commented that there are two staff members that supervise the parking lot, but occasionally they may not have an additional staff member to oversee the cars outside of the lot during the peak traffic time. He indicated that they plan to have a staggered ending for religious school to avoid a backup of cars picking up students at the same time.

In response to a question from Commissioner Gross, **Mr. Baker** indicated that he would not object to changing the wording of Condition 21 of the draft Resolution to require as many staff members as are needed to control the flow of traffic.

In response to a question from Commissioner Paralusz, **Mr. Baker** indicated that a religious school has a different State requirement than a preschool. He stated that the existing Conditional Use Permit restricts a preschool from operating in the parking lot of the subject property. He said that he is not certain of the coordination between the Use Permit and the State license for the preschool. He indicated that the State license for the preschool was given in August of 2008.

In response to a question from Commissioner Andreani, **Mr. Baker** indicated that they are willing to improve the wall along the south side of the subject property in order to address the concerns of the neighbor. He commented that he is aware that there is a height restriction of 8 feet for the wall.

Chairperson Andreani asked whether there may be additional students that would stay past 1:30 p.m. with the increased enrollment for the preschool. She asked if it would be appropriate to increase the operating hours of the preschool from 7:00 a.m. until 3:00 p.m. rather than until 1:30 p.m. She said that specifying the hours until 3:00 p.m. would make enforcement easier if some children do stay past 1:30 p.m.

In response to a question from Chairperson Andreani, **Mr. Baker** said that the preschool currently operates from 9:00 a.m. until 1:00 p.m., and extended care is until 3:00 p.m. He commented that the appropriate operating hours would be from 8:30 until 3:00 p.m. He pointed out that the extended care after 1:00 p.m. is indoors.

Commissioner Paralusz said that limiting the opening hour to 8:30 a.m. does not allow the possibility of parents who work from dropping off their children earlier before they go to work. She suggested allowing a starting time of 7:00 a.m. for the operating hours to accommodate working parents.

In response to a question from Commissioner Gross, **Mr. Baker** said that the proposed electronic sign would be slightly smaller than the previous changeable copy sign. He indicated that the electronic sign would be more visible and easier to read than the previous changeable copy sign. He commented that the wording can be changed much more easily on an electronic sign.

Commissioner Gross commented that a concern that the Commission has had with past proposals for electronic sign is that the signs end up being used differently than is originally proposed, which has happened on other signs.

Mr. Baker said that the sign would be limited to information only and would not include graphics. He said that he is aware that a scrolling or flashing sign would not be permitted on Sepulveda Boulevard. He commented that he cannot speak for applicants of other electronic signs, but they would implement reasonable restrictions for the use of their sign.

In response to a question from Commissioner Gross, Planning Manager Jester indicated that a new manually changeable copy sign would be permitted under the existing Sign Exception.

In response to a question from Commissioner Conaway, Planning Manager Jester commented that staff would have to follow up with Caltrans, but she does not believe Caltrans would have any jurisdiction over approval of an electronic sign that is on private property and is not within their right-of-way.

Commissioner Ortmann said that he does not believe that Caltrans would have any authority over granting a sign that is not in the public right-of-way.

In response to a question from Commissioner Gross, Planning Manager Jester said that any electronic sign with changeable copy would require a Sign Exception.

In response to a question from Chairperson Andreani, Associate Planner Haaland said that the proposed roof garden can be addressed by the Commissioners if they have any concerns.

Chris Hong, a resident of the 1800 block of Oak Avenue, asked whether the signage to the rear of the subject site would not be lit. He asked whether the proposal to change from 15 to 28 students would increase the parking demand and traffic to the site. He also asked if consideration would be given to relocating the driveway from Oak Avenue to 19th Street.

Planning Manager Jester indicated that the signage toward the rear of the site is not proposed to be lit. She commented that the parking demand and traffic study did include the proposed increase in the number of children for the preschool use. She said that the study determined that the parking demand with the overlap of uses would not exceed the available amount of parking on the site.

In response to a comment from Chairperson Andreani, Planning Manager Jester indicated that the City's Traffic Engineer also agreed with the conclusions of the traffic and parking study. She stated that the City's Traffic Engineer was consulted in developing the study to ensure that traffic counts were taken at appropriate times and that the methodology was appropriate.

Associate Planner Haaland commented that relocating the driveway from Oak Avenue to 19th Street was not discussed as part of the project. He indicated that there are difficult constraints with topography and vehicle circulation to moving the driveway.

Commissioner Paralusz pointed out that the parking study would need to be amended if consideration were given to changing the location of the driveway to 19th Street.

Commissioner Conaway pointed out that the driveway configuration is not proposed to change as part of the project.

Bill Little, a resident of the 1900 block of Pine Avenue, said that they were assured that parking would not be a problem with the increase in membership when the congregation moved to the current site. He indicated that there have been events with over 100 people 12 times per year rather than 5 or 6 times per year as indicated by the applicant. He said that people who are visiting the facility have parked in front of his garage door. He pointed out that the applicant paid for the parking study. He commented that he does not believe the traffic study takes the growth of the congregation into consideration. He indicated that the preschool is proposed to double which will double the amount of cars. He asked whether further increases will be made in the future. He pointed out that the preschool was started without the knowledge of the City. He said that the traffic on 19th Street is a problem currently. He requested that the drop-off area be moved from 19th Street. He commented that if there is not an agreement in place between the applicant and a commercial business for valet service, it is not possible to get an agreement immediately before an event on a weekend if it is needed. He suggested that a written agreement with an adjacent property for valet use be provided in order to ensure that appropriate valet service is provided.

Elaine Turner, a resident of the 1700 block of Oak Avenue, said that she agrees with the comments of **Mr. Little**. She commented that she was not aware that the existing Use Permit for the subject site allowed for a preschool with 15 students. She pointed out that changing the Use Permit to allow for 28 students would remain with the property if the applicants leave the site. She said that her understanding was that the congregation was looking for a different facility to relocate. She pointed out that American Martyrs has a great amount of space and does not compare to the subject use. She commented that people park over the line into her driveway. She said that there is a large issue with parking on Oak Avenue. She suggested the possibility of requiring residential parking permits on Oak Avenue. She commented that the applicant places playground equipment, tents and sheds on their parking lot, and she doubts ~~that there is the available parking as has been indicated. She stated that traffic on Oak Avenue~~

is a great concern that becomes worse every year. She indicated that wording indicating “Slow 25 miles per hour” needs to be written on the street at 19th Street and Oak Avenue.

Mr. Baker commented that they will continue to try to be good neighbors to the adjacent residents. He stated that the traffic study was completed and indicates that the proposal would not create a significant impact.

In response to a question from Commissioner Conaway, **Mr. Baker** stated that an operations schedule has been provided for the site which shows the number of administrative staff and clergy as well as the number of people who attend the preschool and religious school, religious services, and adult classes. He said that they have addressed the parking demand for the different uses. He commented that the students who attend the religious school either walk or are dropped off. He indicated that a typical Friday night and Saturday night services range between 50 to 125 people, and services during the day on Saturday range between 25 to 180 people. He said that the membership has peaked and stabilized since they have moved to the site. He said that they had 225 families in their membership before they came to the building, and they now have slightly higher than that number. He said that the number of students at the religious school changes depending on the number of families with children.

Commissioner Conaway pointed out that an evening service that is attended by 150 to 180 people could require parking for 80 to 90 vehicles. He asked whether the possibility of providing a shuttle service or valet has been considered for times when attendance of services is very high.

Mr. Baker indicated that a flyer is provided to members of the congregation regarding parking. He said that they are in the process of securing a long term arrangement for parking with the property owner across Sepulveda Boulevard. He commented that they are not always able to predict when they will have a very large attendance. He said that they ask their members who are having events to provide them with the number of guests that they are anticipating. He indicated that it is difficult for them to know the exact number of people that will attend a particular service.

Commissioner Gross asked whether the applicants would be willing to eliminate the drop-off area. He commented that the parking study indicated that it was unusual in the area to have a drop off-area and that the traffic for the preschool use could be accommodated without it. He also asked whether the applicants would be willing to have a minimum threshold placed on the number of people in attendance for requiring valet service.

Mr. Baker said that the drop-off area on 19th Street currently has a time restriction. He indicated that he believes eliminating the drop-off zone on 19th Street would push more cars onto Oak Avenue. He pointed out that the conditions of the Use Permit require valet service for events with over 32 cars.

Commissioner Paralusz pointed out that the wording of Condition 24 of the draft Resolution only requires valet service for special events and does not include regular services.

Mr. Baker said that they would be willing to work on a solution for parking. He pointed out that many of their members live in the neighborhood and walk to services. He commented that it is difficult to predict when there will be a large attendance for services.

Commissioner Ortmann asked whether the applicants have considered moving to a larger facility. He commented that it appears that the site is becoming too small to accommodate the use.

Mr. Baker said that they have looked in the past and did not find another building that suited their needs. He indicated that they instead decided to remodel the existing facility. He commented that the membership of their congregation does fluctuate.

Commissioner Ortmann asked about the possibility of issuing residential parking permits for parking on the street.

Diane Levitt, representing the applicant, said that most of their regular services are very small. She stated that they ask parents to utilize a valet service for Bar or Bat Mitzvahs with a large number of guests. She commented that the number of Bar and Bat Mitzvahs can fluctuate from year to year.

Rabbi Mark Hyman, representing the applicant, indicated that a third of the guests for Bar or Bat Mitzvahs are children between 12 and 14 who are dropped off or come with their parents. He said that they want to do their best to educate their members and those who visit their facility about parking.

Chairperson Andreani closed the public hearing.

Commission Discussion

Commissioner Ortmann indicated that he supports the idea of the proposed improvements. He said that he appreciates that at any given time there may not be many members of the congregation in attendance; however, the neighbors have raised an issue with traffic. He commented that his impression is that a lot of activity is occurring within a small facility. He indicated that he supports the proposed improvements. He said, however, that he would not support the electronic sign. He commented that he does not support an electronic sign that could create an additional distraction for drivers on Sepulveda Boulevard. He said that he does not feel that the sign would add aesthetically to the facility. He indicated that he would support the proposed preschool expansion.

Commissioner Gross commented that he supports the improvements for the expansion of the assembly area and additional day-care use. He commented that he feels that the parking is sufficient to accommodate the proposed expansion. He pointed out that there are strict rules by which the parking studies are conducted. He said that the intersection of 19th Street and Sepulveda Boulevard had poor traffic conditions before the facility was at the location. He said that the traffic study determined that the additional children at the day-care would not significantly contribute to traffic congestion. He indicated that denying the project would not solve the problem with traffic in the area. He encouraged the applicant to reach out and listen to the adjacent neighbors, particularly on Oak Avenue. He said that he would not support the proposal for the electronic sign. He suggested asking the Council to review the Sign Ordinance to specifically address electronic signs.

Commissioner Paralusz thanked the applicant for a well thought-out proposal. She also thanked the members of the public who have commented regarding the proposal. She commented that she supports converting the existing kitchen to multi-purpose use and increasing the day-care use to 28 children. She pointed out that the current State license only permits 15 children. She suggested that language be added to Condition 2 of the draft Resolution that the State license must be amended before the applicant can increase the enrollment to 28 students. She indicated that she would support changing the operating hours for the day-care use in Condition 3 of the draft Resolution to be between 7:00 a.m. and 3:00 p.m. She said that she supports the sign exception except for the proposal for an electronic sign. She commented that she is concerned with electronic changeable copy signs, particularly on busy arterial streets where they can be an additional distraction to drivers. She said that she is also not convinced that an electronic sign is necessary for enjoyment of the use of the property. She indicated that it is not necessary to advertise the services of the facility, and the signage would primarily be to provide information. She indicated that she feels that an electronic sign fails to meet the necessary criteria for approving a sign exception.

Commissioner Conaway commented that he would support the proposed increase in the assembly space and day-care use. He pointed out that preschool uses have a low parking requirement. He said that he is comfortable that the amount of parking would be able to accommodate the day-care use. He indicated that he does have a concern with the parking demand for larger events at the facility. He stated that the assembly space can hold up to 300 people by Code, and it would take a significantly larger amount of parking to accommodate that number of people on the site. He suggested adding language to the conditions of the draft Resolution to address overflow parking. He suggested that the wording of Condition 24 be changed to specify that valet parking be required during any events with more than 32 vehicles rather than only applying to special events.

Commissioner Conaway commented that the Commission has denied the previous two requests for electronic changeable copy signs, and he continues to feel that such signs do not meet the criteria for granting a sign exception. He said that the criteria for allowing exceptions include that the signs must be necessary for providing business identification, that they should

be non intrusive, and that they should not cause visual disruption. He said that the Code also prohibits signs that include motion. He indicated that the current Sign Ordinance did not anticipate LED changeable copy signs; however, it did anticipate neon signs and signs with non-electronic technology that has been on the market for decades. He indicated that the intent of the Ordinance is to prohibit signs that can become a distraction for drivers. He indicated that he would not support the electronic changeable copy sign. He stated that he would support the rest of the draft Resolution.

Chairperson Andreani said that she supports the proposed conversion of the kitchen space to assembly area and for the day-care facility. She indicated that she does not feel that the proposed increase for the day-care use would require additional parking. She commented that she is sensitive to any potential noise disturbances to the adjacent neighbors. She indicated that she appreciates that the applicant is monitoring the dropping off and picking up of students. She commented that parking is tight in the area; however, the parking at the site does appear adequate for the general use of the facility. She suggested adding wording to Condition 24 to require valet service at a minimum threshold for regular services as well as for special events at the facility. She commented that she would like for the applicant to have an agreement in place with an adjacent business for use of their parking when necessary. She suggested that the applicant could possibly enter into an agreement with Hawthorne Suites, which has allowed the applicants to use their parking in the past. She said that additional planning needs to be made for parking when there is a large attendance at the facility.

Chairperson Andreani commented that she supports the expansion of the preschool use. She said that she would hope that the applicant would possibly consider adding additional height to the property line wall which might help to mitigate the problem of noise for the adjacent neighbors. She commented that she would like for State approval to be received before the City allows an increase from 15 to 28 students. She indicated that she would support hours of operation for the preschool use between 7:00 a.m. to 3:00 p.m. She said that she would like language added to the beginning of Condition 34 of the draft Resolution to state: “No approval is granted for the electronic LED changeable copy sign due to concerns for visual disruption to the surrounding area as well as traffic along Sepulveda Boulevard. Other signs for this site shall be in conformance with the plans reviewed by the Planning Commission on October 24, 2012 . . .”

Commissioner Paralusz commented that she does not object to adding language prohibiting the electronic sign, but she does not think it is appropriate to include wording regarding the reasoning for denying the sign in Condition 34.

Planning Manager Jester suggested that such additional language as suggested by Chairperson Andreani be put in the findings rather than in Condition 34.

Commissioner Gross pointed out that Item L in Section 1 of the draft Resolution has wording similar to that suggested by Chairperson Andreani.

Chairperson Andreani indicated that electronic changeable copy signs are a distraction to drivers and would be a concern with the heavy traffic on Sepulveda Boulevard. She said that she would support a new changeable copy sign that is not electronic. She said that she would like for the Commission to recommend that the City Council consider changing the Sign Ordinance to more clearly address such signs if the electronic sign is denied by the Commission and the City Council reverses the decision. She indicated that she would want the City to be fair to all applicants. She commented that there appears to be a disconnect between the Sign Ordinance, the recommendations of the Commission, and the opinion of the City Council, as the last two decisions by the Commission denying such signs were overturned.

Commissioner Paralusz said that she shares the concern of Chairperson Andreani regarding the Council overturning the Commission's prior decisions regarding electronic changeable copy signs for religious institutions. She indicated that she would not want the Commission to tell the Council that they should change the Ordinance but rather recommend that the Council consider reviewing it.

Chairperson Andreani agreed that she would like the Commission to recommend to the City Council that they consider changing the Ordinance.

In response to a question from Commissioner Conaway, Planning Manager Jester pointed out that the Council will consider the request for the electronic sign only if the decision of the Planning Commission is appealed to the Council, otherwise the decision is stays as a receive and file item on the consent agenda.

Commissioner Conaway pointed out that a decision of the Commission to deny the electronic sign would need to be appealed by the applicant in order for the sign to be considered by the City Council.

Chairperson Andreani suggested changing the wording of Item L in Section 1 of the draft Resolution to read: "The proposed electronic LED changeable copy sign is not approved due to concerns for visual disruption to traffic and to the surrounding area."

Chairperson Andreani thanked the applicants for being a good neighbor. She said that she appreciates the need for the proposed expansion. She commended staff and the applicant on the thorough report that was provided. She also thanked the residents for their input regarding the project.

Commissioner Gross stated that the applicant has options for addressing the supervision of dropping off and picking up students and for addressing parking in order to meet the intent of Conditions 21 and 24. He said that the intention of the result of both conditions is to avoid parking problems on the adjacent streets. He suggested that staff work with the applicant on the best wording for Conditions 21 and 24 to prevent parking on the adjacent streets. He

suggested wording for Condition 24 to state that valet service will be provided when the parking requirement exceeds the number of spaces the applicant has available in order to prevent additional parking on the adjacent streets. He suggested wording for Condition 21 to state that the applicant shall provide enough supervision to prevent stopping on Oak Avenue or 19th Street outside of the drop-off zone.

Commissioner Paralusz commented that a staff member cannot stop a person from parking on the street. She suggested that the wording state that the applicant shall provide enough supervision with the intent to discourage people from stopping on Oak Avenue or 19th Street outside of the drop-off zone.

Commissioner Gross commented that parking and dropping off of students are handled very well at American Martyrs.

Planning Manager Jester pointed out that Condition 20 requires that the applicant submit a circulation and parking improvement design as well as a student loading area and management plan. She indicated that the language of Condition 20 would apply to Condition 21. She suggested that language of Condition 24 be revised to read: “The facility operator shall provide valet parking services and/or offsite parking when more than 32 vehicles (capacity of parking lot) are anticipated to mitigate concerns regarding the ingressing and egressing of vehicles from the subject site.” She said that the Commission could also require that a parking management plan be submitted annually by the applicant. She said that such plans are required to be submitted annually by other day-care uses in the City.

Commissioner Paralusz commented that she would support requiring the applicant to submit an annual parking management plan, as it is consistent with requirements for other day-care uses in the City.

Action

A motion was MADE and SECONDED (Conaway/Paralusz) to **APPROVE** a Use Permit Amendment and Sign Exception for a remodel and modification to an existing religious facility at 1829 Sepulveda Boulevard with the change to Section 1, Item L to read: “The proposed electronic LED changeable copy sign is not approved due to concerns for visual disruption to traffic and to the surrounding area.”; with the addition of language to Condition 2 that the increase of the day-care use to 28 children is contingent on prior State approval; with the change to Condition 3 that the hours of operation for the day-care use be permitted between 7:00 a.m. and 3:00 p.m.; with the change to the wording of Condition 24 to read: “The facility operator shall provide valet parking services and/or offsite parking when more than 32 vehicles (capacity of parking lot) are anticipated to mitigate concerns regarding the ingressing and egressing of vehicles from the subject site.”; and with the addition of wording to Condition 34 to state: “Signs for the site shall be in conformance with the plans reviewed by the Planning Commission on October 24, 2012, except that the changeable copy sign shall continue to be a non-electronic manually operated sign as previously approved with no new electronic LED sign.”

AYES: Conaway, Gross, Ortmann, Paralusz, Chairperson Andreani
NOES: None
ABSENT: None
ABSTAIN: None

Planning Manager Jester asked if the Commissioners want to include language in the motion that the applicant be required to submit an annual parking management plan.

A motion was MADE and SECONDED (Conaway/Paralusz) to **RESCIND** approval of the previous motion and to **APPROVE** a Use Permit Amendment and Sign Exception for a remodel and modification to an existing religious facility at 1829 Sepulveda Boulevard with the change to Section 1, Item L to read: “The proposed electronic LED changeable copy sign is not approved due to concerns for visual disruption to traffic and to the surrounding area.”; with the addition of language to Condition 2 that the increase of the day-care use to 28 children is contingent on prior State approval; with the change to Condition 3 that the hours of operation for the day-care use be permitted between 7:00 a.m. and 3:00 p.m.; with the change to the wording of Condition 24 to read: “The facility operator shall provide valet parking services and/or off-site parking when more than 32 vehicles (capacity of parking lot) are anticipated to mitigate concerns regarding the ingressing and egressing of vehicles from the subject site.”; with the addition of wording to Condition 34 to state: “Signs for the site shall be in conformance with the plans reviewed by the Planning Commission on October 24, 2012, except that the changeable copy sign shall continue to be a non-electronic manually operated sign as previously approved with no new electronic LED sign.”; and with the addition of language to Condition 24 that the applicant will be required to submit an annual parking management plan.

AYES: Conaway, Gross, Ortmann, Paralusz, Chairperson Andreani
NOES: None
ABSENT: None
ABSTAIN: None

Planning Manager Jester explained the 15-day appeal period and stated that the item will be placed on the City Council's Consent Calendar for their meeting of November 20, 2012.

5. PLANNING COMMISSION ITEMS

Commissioner Conaway indicated that the Joslyn Center reopening is scheduled for October 25, 2012 at 4:00 p.m.

Commissioner Conaway indicated that the pumpkin races are scheduled for Sunday, October 28, 2012, at noon.

Commissioner Conaway asked about addressing the comments that were brought up by **Ms. Turner** regarding traffic on Oak Avenue. He asked if staff feels there is a need for a study of traffic on Oak Avenue.

In response to a question from Commissioner Conaway, Planning Manager Jester indicated that the concerns brought up by **Ms. Turner** will be forwarded to the appropriate departments for further review.

Chairperson Andreani commented that the minutes from the two previous hearings on June 27, 2012, and October 3, 2012, regarding the Manhattan Village Mall expansion project are a good reference of the discussion that occurred at the hearings, and they are available on the City's website.

Chairperson Andreani also asked that staff follow up regarding **Ms. Turner's** comments.

6. TENTATIVE AGENDA November 14, 2012

7. ADJOURNMENT

The meeting was adjourned at 9:20 p.m. to Wednesday, November 14, 2012, in the City Council Chambers, City Hall, 1400 Highland Avenue

SARAH BOESCHEN
Recording Secretary

ATTEST:

RICHARD THOMPSON
Community Development Director