

**MINUTES OF A MEETING OF THE DESIGN COMMISSION  
OF THE CITY OF LA CANADA FLINTRIDGE  
HELD ON MAY 18, 2017**

**I. CALL TO ORDER**

Chairman Moldafsky called the meeting to order at 7:32 a.m.

**II. ROLL**

Also present were Vice Chairman Hoopes and Commissioners Balcazar and Fuelling. Commissioner King was absent.

**III. PLEDGE OF ALLEGIANCE**

The Flag Salute was recited.

**IV. COMMENTS FROM THE PUBLIC**

There were none.

**V. CONSENT CALENDAR**

Item B. was taken first followed by Item A. Balcazar/Fuelling to approve March 16, 2017 and April 6, 2017 Meeting Minutes. Approved 4-0. Item A. – M/S/C – Fuelling/Hoopes to approve the color, signage, and materials as submitted. Approved 4-0.

- A. **Design Review 17-02**; Starbucks; 2230 Foothill Boulevard: final review of colors, materials and north wall sign.

Staff recommended approval. The Commission is reviewing the color and material board. If all right, the Commission would need a vote to approve.

Chairman Moldafsky said he liked what was done with the trellis near the trash can.

- B. **Minutes** - 3-16-2017 and 4-6-2017 DC Meetings.

**VI. PUBLIC HEARINGS**

There were none.

**VII. OTHER BUSINESS**

- A. **Discussion**: Chapter 11.37 – Sign Regulations.

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Planner Gjolme gave a presentation and explained that a matrix was devised to simplify the process by outlining the primary sign standards and review criteria. The most typical signs that are reviewed are wall signs and are the standard signs we always see.

He explained that Section 11.3740C regulating temporary signs is of concern to the Director. Total coverage that is allowed and the duration that the sign is allowed to be posted is very difficult to monitor. He recommended simplifying the review. He said that the Chamber of Commerce may have thoughts on the issue. He recommended that the process for reviewing the following types of signage be addressed: monument, projecting, window, and wall signs. Bonus provisions should be reviewed. Other items to be discussed include oversize signs, and Variance processes for signs. The Code is antiquated as it pertains to these types of regulations.

Vice Chairman Hoopes said he'd like to review the 30-day provision for temporary signs.

Mr. Gjolme said that staff typically allows for additional time on top of the 30-day timeline. This often happens when new businesses have not taken official possession of their businesses, but they would like to begin advertising. He explained that staff tries to accommodate these types of requests right away.

Director Stanley explained that the City Council would like for annual sign sweeps to take place. He suggested devising a plan that dictates size, length of time the sign can exist, etc. Some examples he cited are Taco Bell, the Korean Market, the dental office in the center near El Pollo Loco, etc.

Chairman Moldafsky suggested that staff give suggestions and the Commission could provide feedback.

Mr. Gjolme asked if the Commission was amenable to a process being put into place.

The Commission said, "yes."

Commissioner Fuelling suggested that a permit and registration be completed for temporary signs.

Director Stanley reminded the Commission that content cannot be regulated, but size and display duration can be.

The Commission raised concerns about duration and the type of activity it might be for, like for instance, Fiesta Days.

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Chairman Moldafsky said that a registration process could help to resolve the issue.

Director Stanley said that once the City's permit tracking system is in place, it will be very helpful in that regard.

Commissioner Fuelling asked if realty signs are considered to be temporary signs.

Mr. Gjolme explained that they are not exempted signs. However, signs that are in violation such as off premise car signs are prohibited. He said that the City's stance is to be reactive, not proactive in its enforcement.

Chairman Moldafsky wanted to ensure there would be no conflicts between the Planning Commission and Design Commission. He expressed that there can be instances when it would be beneficial for the Planning Commission to look at the proposal first. Perhaps the Planning Commission could look at anything to do with signage that does not involve aesthetics such as height and the Design Commission would review design for aesthetic purposes.

Mr. Gjolme expressed that when Variance findings are required to be made by the Planning Commission, aesthetics are a secondary consideration. If the Variance cannot be granted, then the design concern would be moot.

Mr. Gjolme assessed the current sign code and found that there are many options and combinations. There are exception provisions. He suggested that perhaps these requirements could be expanded to allow for additional exceptions and new findings could be drafted.

Chairman Moldafsky agreed with the issue being studied further and that the Design Commission would continue to look at aesthetics only.

Director Stanley suggested a written process be put into place.

Commissioner Fuelling agreed with staff's suggestions.

The Commission and staff talked about the possibility of there being different review processes for monument signs as opposed to wall signs. Possibly the Design Commission could have more say in such requests.

Vice Chairman Hoopes brought up the following example involving the strip center at Oakwood, 717 Foothill where he believed the signage for the Kobessi realtor might be too large for the center.

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Mr. Gjolme said that when a Variance is required, that the findings would need to be met; however findings for the Design Commission would be different.

Vice Chairman Hoopes asked if the size of a sign approval could set a precedent.

Director Stanley said he would not be concerned about that as an application could always be appealed to the City Council.

Chairman Moldafsky recommended consolidating the aesthetic issues into a revamped process which would involve exceptions as opposed to requiring variances.

Vice Chairman Hoopes said he liked a simplified process.

Director Stanley said that a process for exceptions would allow for the Design Commission to render a decision, whereby taking the Planning Commission out of the process in certain instances.

Chairman Moldafsky said that the matrix devised by staff is very good.

Mr. Gjolme clarified that there are some conditions that are old or need to be updated.

Vice Chairman Hoopes brought up the issue of projecting signs.

Mr. Gjolme said that the placement would need to be clarified as the Public Works Department is not agreeable to projectable signs in the public right-of-way.

Director Stanley said that the Public Works Department can grant an exception and issue an encroachment permit.

Mr. Gjolme gave examples of several projecting signs located in the Town Center project.

Chairman Moldafsky suggested a workshop with the Chamber of Commerce so that they could obtain input from them and thus, the Commission would have more buy-in on the process.

Mr. Gjolme said that he had met with the Chamber a few years ago. He walked them through the Design process and they understood what the Commission and staff regularly face.

Vice Chairman Hoopes asked if it would be a roundtable discussion.

Director Stanley confirmed that it would be a study session.

The Commission and staff also discussed scheduling a van tour. Director Stanley said that possibly that could be paid for from Proposition C funding.

To wrap up this item, Mr. Gjolme and Chairman Moldafsky confirmed that staff will continue to work on the matrix to streamline it.

#### **VIII. COMMENTS FROM THE COMMISSIONERS**

Commissioner Fuelling asked staff for an update on 707 Foothill Blvd.

Mr. Gjolme said that Code Enforcement is addressing it.

Chairman Moldafsky said that he would like to recognize City Councilman Dave Spence and all that he did for the community. He said that his passing is a big loss for the community.

#### **IX. COMMENTS FROM STAFF**

Director Stanley said that many people knew Dave Spence and that he had a lot of knowledge which he used to the City's betterment.

#### **X. ADJOURNMENT**

Hoopes/Balcazar to adjourn the meeting at 8:47 a.m. in memory of Councilman David Spence. Approved 4-0.