



CITY of CALABASAS

**PLANNING COMMISSION AGENDA REPORT  
JUNE 18, 2020**

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**TO:** Members of the Planning Commission

**FROM:** Glenn Michitsch, Senior Planner

**SUBJECT:** Discussion on Amending the City's Story Pole Procedures

**RECOMMENDATION:** Provide staff direction on desired amendments to the City of Calabasas Story Pole Procedures

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**REVIEW AUTHORITY:**

The City's Story Pole Procedures were adopted by the City Council at the June 24, 2015 regular meeting. Therefore, amendments to the Story Pole Procedures must be approved by the City Council. However, the City Council asked that the Planning Commission first discuss any proposed amendments and provide a recommendation to them.

**BACKGROUND / DISCUSSION**

On June 24, 2015 the City Council adopted a set of story pole procedures that require the installation of story poles on all new projects and additions of 500 sq. ft. or over within the Old Topanga, Calabasas Highlands, and Scenic Corridor Overlay Zones, on all new freestanding commercial and multi-family residential projects, and on all projects seeking an exception in building height by way of a variance.

Generally, story poles are a series of rigid posts placed at the proposed building corner locations and at the tallest roof ridge locations for a proposed development project, and includes colored ribbons or construction netting (not larger than 3 feet wide) strung between the poles to represent the proposed building outlines and upper roof lines. Story poles are useful to present a general idea of a proposed project's form, bulk, massing and height, and a helpful tool for assessing visual impact of a project.

During the oral comment period at the September 25, 2019 City Council meeting, Planning Commissioner Harrison voiced a desire for the City Council to consider amending the story pole procedures to discontinue the use of colored flags or ribbons to detail the roof lines, and rather use a plastic orange mesh material (similar to construction fencing) so that the

roof lines and building outlines are more visible. To this end, staff requests that the Commission discuss this issue and provide staff with any recommendations to the City Council to amend the story pole procedures as desired.

**ATTACHMENTS:**

Exhibit A: Story Pole Procedures