



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
DECEMBER 16, 2021

TO: Members of the Planning Commission

FROM: Jaclyn Rackerby, Associate Planner

FILE NO(s): SGNP-2021-002, MSCP-2021-007

PROPOSAL: Request for a Sign Program and Minor Scenic Corridor Permit to accommodate additional signage at the Creekside Village Shopping Center located at 26527 Agoura Rd (APN: 2064-002-050 and APN: 2064-002-059) within the Commercial Retail (CR) zoning district, Scenic Corridor (-SC) overlay zone, and Las Virgenes Gateway Master Plan Area.

APPLICANT: Chris Kim

RECOMMENDATION: Adopt Planning Commission Resolution No. 2021-736, approving File No(s). SGNP-2021-002 and MSCP-2021-007.

STAFF RECOMMENDATION:

That the Commission adopt Resolution No. 2021-736 approving File No(s). SGNP-2021-002 and MSCP-2021-007, a request for a Sign Program and Minor Scenic Corridor Permit to establish a new sign program that accommodates signage for the second floor tenants at the Creekside Village Shopping Center.

REVIEW AUTHORITY:

The project is before the Planning Commission for review pursuant to Calabasas Municipal Code Section 17.30.050(C), which stipulates that the Planning Commission is the approval authority for all new sign programs. The applicant shall be required to obtain any necessary permits (sign permit, oak tree permit, building permit, etc.) prior to the installation of any sign permitted by the adopted sign program.

BACKGROUND:

On June 2, 2021, the applicant submitted an application for a Sign Program and Minor

Scenic Corridor Permit to update the existing sign program for the Creekside Village shopping center, located at 26527 Agoura Rd (APN: 2064-002-050 and APN: 2064-002-059). The Development Review Committee reviewed the submitted application on June 16, 2021. The application was first deemed incomplete on June 25, 2021. Additionally, the Architectural Review Panel reviewed the proposed sign program on July 23, 2021, September 24, 2021, and November 19, 2021. At the November 19, 2021 Architectural Review Panel meeting, the Panel recommended approval of the updated sign program as proposed to the Planning Commission. After all comments were addressed by the applicant, with a recommendation of approval from the ARP, the project application and plans were deemed complete on December 1, 2021.

STAFF ANALYSIS:

- A. Site Design/Building Layout: The applicant is proposing an updated sign program for the existing shopping center known as the Creekside Village shopping center, located at 26527 Agoura Rd. The subject site (APN: 2064-002-050 and APN: 2064-002-059) is located in the Commercial Retail (CR) zoning district, and is within the Scenic Corridor (-SC) overlay zone and Las Virgenes Gateway Master Plan Area. The site is surrounded by the 101 freeway to the north, office buildings to the west, and commercial retail uses to the east and south. The subject site is 7.07 acres in total, and is improved with a 77,125 square-foot commercial shopping center. The updates to the sign program include the addition of hanging signs for the second story tenants, and therefore there is no change to the existing signs or site layout.

- B. Sign Program: The purpose of a sign program is to integrate a project's signage into the architectural design of structures on the subject site. A sign program achieves a consistency and cohesiveness to the design and display of multiple permanent signs, while also ensuring adequate visibility of all signs and encouraging creativity and excellence in the design of signs. A sign program shall consist of a description, including dimensions, materials, locations, and illustration of all signs proposed on the site, per Section 17.30.050 of the Calabasas Municipal Code (CMC). The sign program shall have a unifying design theme or style, as approved by the Commission.

There is an existing program for the subject site that was approved by the Planning Commission on August 10, 2000 via Planning Commission Reso No. 00-185, which includes standards for building-mounted, freeway facing, and monument signs. The updated sign program (Exhibit B) would replace the current sign program in its entirety. The standards for all existing signage within the current sign program will be reformatted and incorporated into the updated sign program, with minor technical changes to ensure compliance with Chapter 17.30 of the CMC. The only additional signage allowed by the proposed sign program will be hanging

colonnade signs for the second story tenants. The current sign program only allows for pedestrian signage for the tenants on the second story. The pedestrian signs are located under the roof canopy, and are not visible from the exterior. The purpose of the updated sign program is the incorporation of 11 square-foot illuminated hanging signs for each of the tenants on the second story, to allow patrons of the shopping center to more easily identify the location of the second story tenants. All signs have been designed to conform with Chapter 17.30 of the Calabasas Municipal Code (CMC), which allows a maximum sign area of 0.5 square feet per linear foot of storefront elevation. Additionally, through review by the Architectural Review Panel, the new signage within the sign program has been designed to ensure compatibility with the architectural style of the building.

- C. Architectural Review Panel (ARP): The proposed sign program was reviewed by the Architectural Review Panel on July 23, 2021, September 24, 2021, and November 19, 2021. At the first two ARP meetings, the Panel expressed concerns regarding the structural feasibility of the proposed signage and the compatibility of the signage with the architecture of the existing shopping center (example of initially proposed colonnade sign shown as Figure 1). Subsequently, a revised sign program was resubmitted by the applicant, Chris Kim, to address the ARP's prior recommendations. The applicant altered the design of the signs to hanging signs, and reduced the size so that the existing corbels remain visible (see Figure 2).



Figure 1: Initial proposal. 20 SF sign mounted to existing support posts in front of corbels, reviewed by ARP on July 23, 2021.



Figure 2: Revised proposal. 11 SF hanging sign mounted to existing wood beam, reviewed by ARP on November 19, 2021.

At the November 19th ARP meeting, the Panel noted its support of the revised sign program design, and that they support the proposed hanging signs for the second story tenants because the signage provides better visibility of the existing shopping center's architectural features. The Panel unanimously recommended approval of the design as proposed to the Planning Commission.

REQUIRED FINDINGS:

The findings required in Section 17.62.050(D) of the Calabasas Municipal Code for a Minor Scenic Corridor Permit and Section 17.30.050(F) for a Sign Program are contained in the resolutions attached as Exhibit A.

ENVIRONMENTAL REVIEW:

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311 a (Class 11 – Accessory Structures, on-premise signs) of the California CEQA Guidelines.

CONDITIONS OF APPROVAL:

See conditions contained in the resolutions attached as Exhibit A.

PREVIOUS REVIEWS:

Development Review Committee (DRC):

June 16, 2021 Minor comments.

Architectural Review Panel (ARP):

July 23, 2021 Assistant Planner Rackerby provided the Panel with an overview of the project and answered questions from the Panel. The applicant's representative and sign contractor, Chris Kim, answered questions of the Panel. The Panel noted that they preferred the option of the brown background for the raceway with lighter lettering for the signs, and preferred the use of reverse channel lettering for the illuminated signs (rather than the dual lit channel lettering design). However, the Panel noted that they would like more information submitted on the method of the sign/raceway attachment to the columns and/or building header, and voiced concerns about potential structural issues with wind loading. The Panel suggested that the applicant speak with a structural engineer, and return to a future meeting with more specific detail on method of attachment of the sign assembly to the building columns and/or header, and whether the sign assembly would be structurally sound.

Panel member Shepphird made a motion to continue the sign program

to a future meeting, and to bring back more specific details about the method of attachment of the sign assembly to the building columns and/or header, with a second by acting chair Stockton. Motion carried 3-0.

September 24, 2021

Associate Planner Rackerby provided the Panel with an overview project and project site. The applicant, Chris Kim, provided the Panel with additional details of the project, and answered questions from the Panel. The Panel expressed concerns that the proposed signs on the second floor hide architectural elements of the building, and requested the applicant design a “hanging” sign that fits between the corbels and columns.

Acting Chair Stockton made a motion to continue the item to a future meeting, with a second by panel member Mugerdechian. Motion carried 4-0.

November 19, 2021

Associate Planner Rackerby provided the Panel with an overview the Panel’s direction from previous meetings, as well as the changes that have been made to the plans. The Panel stated that the applicant has addressed the Panel’s direction. The applicant, Chris Kim, answered questions from the Panel.

Panel member Mugerdechian made a motion to recommend approval of the sign program to the Planning Commission, with a second by panel member Kulkarni. Motion carried 5-0.

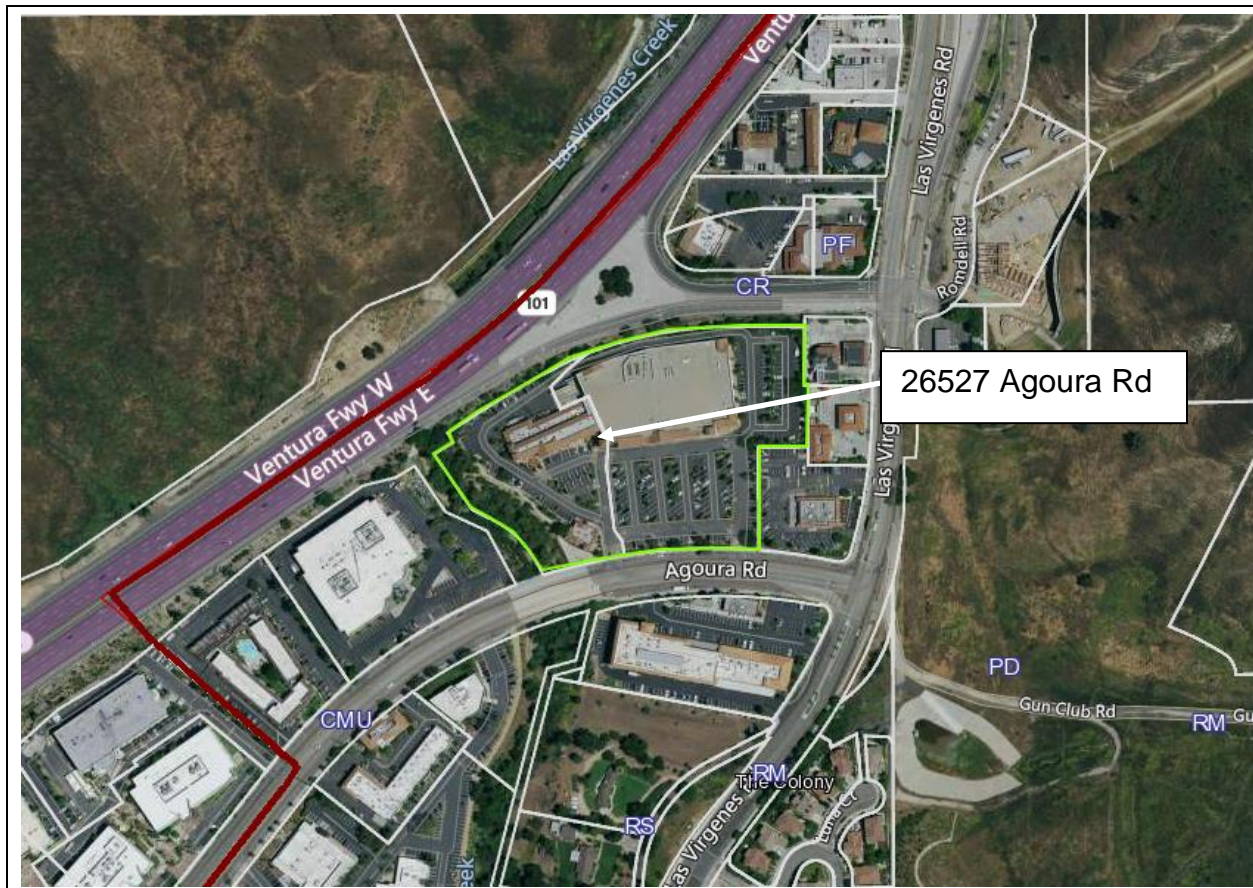
ATTACHMENTS:

- Exhibit A: Planning Commission Resolution No. 2021-736
- Exhibit B: Sign Program
- Exhibit C: ARP Minutes from July 23, 2021
- Exhibit D: ARP Minutes from September 24, 2021
- Exhibit E: Draft ARP Minutes from November 19, 2021

TECHNICAL APPENDIX

Tenant Identification, Colonnade Signs			
	Proposed	CMC Requirement	CMC Compliance
Sign Area	11 SF	0.5 SF per linear, 15 SF min and 80 SF max	Yes
Maximum Number	1 per tenant	1 per tenant	Yes
Location	Hanging from wood beam, centered between pillars	Centered on wall or canopy over store front	Yes
Sign Copy	Tenant identification	Tenant identification	Yes
Illumination	Reverse channel letter illumination	Lighting allowed	Yes

Location Map:



Surrounding Properties:

	Existing Land Use	Zoning	General Plan Designation
Site	Shopping Center	Commercial, Retail	Business – Retail
West	Office buildings	Commercial, Mixed Use	Mixed Use 0.60
East	Gas station /convenience store	Commercial, Retail	Business – Retail
North	101 Freeway	N/A	N/A
South	Shopping Center	Commercial, Retail	Business – Retail