



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT

DATE: JULY 11, 2024

TO: MEMBERS OF THE CALABASAS PLANNING COMMISSION

**FROM: MICHAEL KLEIN, COMMUNITY DEVELOPMENT DIRECTOR
TOM BARTLETT, CITY PLANNER**

**SUBJECT: DISCUSSION OF PROPOSED UPDATES TO SECTION 17.30 (SIGNS)
OF THE CALABASAS MUNICIPAL CODE TO PERMIT DIGITAL KIOSKS
WITH SECURITY CAMERAS IN SHOPPING CENTERS**

MEETING

DATE: JULY 18, 2024

SUMMARY RECOMMENDATION:

Provide feedback and guidance to Staff regarding a draft ordinance to update Section 17.30 (Signs) of the Calabasas Municipal Code (CMC) to permit digital kiosks with security cameras in shopping centers.

BACKGROUND:

Section 17.30 of the Calabasas Municipal Code (CMC) regulates signage within the City of Calabasas. Within chapter 17.30 is a list of prohibited types of signs, including digital or animated signage.

On June 19, 2024 the City Council discussed the possibility of allowing digital kiosks with security cameras in shopping centers, and directed Community Development Department staff to prepare a draft ordinance to accomplish this.

DISCUSSION/ANALYSIS:

To allow digital kiosks with security cameras in commercial shopping centers, chapter 17.30 of the CMC must be amended by making an exception to the prohibition of “digital signs”, and by incorporating standards for digital kiosks. Accordingly, staff has prepared a draft ordinance (Exhibit A), which would allow for digital kiosks with security camera(s). The draft ordinance was written to:

1. Include clear and specific language to allow for digital kiosks with security cameras in only the larger commercial shopping centers. (As an example, the allowable number of kiosks could be restricted on the basis a specified amount of floor area.)
2. Incorporate standards applicable to height, width, location, and limitations on the means and timing of digital displays.
3. Incorporate a requirement that associated security camera(s) include a direct feed to the L. A. County Sherriff Department.

Exhibit A includes nearly all of chapter 17.30, even though the proposed additions and modifications pertain to only some portions. Proposed new/added text is underlined, and proposed deletions are in strike-out text. The pertinent additions and modifications are found in Section 4 (page 5), Section 5 (pages 7 and 8), Section 6 (pages 10, 24, and 25), and Section 7 (page 28) of the draft ordinance.

REVIEW AUTHORITY:

An ordinance to amend any portion of Title 17 (Development Code) of the CMC requires Planning Commission review with a recommendation to the City Council. The City Council has final decision-making authority to approve or deny a proposed ordinance. The draft ordinance before the Commission at this meeting is for discussion purposes only. Following Commission input, staff will prepare a final draft for consideration at a noticed public hearing.

REQUESTED ACTION:

Provide feedback and guidance to Staff regarding a draft ordinance to update Section 17.30 (Signs) of the Calabasas Municipal Code (CMC) to permit digital kiosks with security cameras in shopping centers.

ATTACHMENTS: Exhibit A: Draft Ordinance