

DRAFT ORDINANCE NO. 2024-XXX
(Dated 9/19/24)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA AMENDING SECTION 17.30.050 (SIGN PERMITS), SECTION 17.30.080 (ON-SITE SIGN REGULATIONS), AND A PORTION OF SUBSECTION (S) OF SECTION 17.90.020 (DEFINITIONS OF SPECIALIZED TERMS AND PHRASES) AND ADDING A NEW SECTION 17.30.065 (KIOSKS) TO TITLE 17 (LAND USE AND DEVELOPMENT) OF THE CALABASAS MUNICIPAL CODE.

WHEREAS, the City Council of the City of Calabasas, California (“the City Council”) has considered all of the evidence, including, but not limited to, the Planning Commission Resolution No. 2024- 795, Planning Division staff report and attachments, and public testimony before making a final decision on _____(date); and,

WHEREAS the City’s sign policies of Title 17 of the Calabasas Municipal Code are intended to balance the public interest-in promoting a safe, well-maintained and attractive city, with the interests of businesses and organizations in ensuring the ability to identify products, services and ideas; and,

WHEREAS, the City Council finds that the proposed Land Use and Development Code Amendments, allowing at least one (1) kiosk sign, whether digital or nondigital, and one (1) kiosk for each additional 10,000 square feet of gross building area at shopping centers on properties located in the Commercial Retail (CR) or Commercial Mixed-Use (CMU) zoning districts, and where the kiosks will be equipped with real-time security cameras and equipment, is consistent with the goals, policies, and actions of the Calabasas 2030 General Plan and will not conflict with the General Plan because the kiosks will provide for, and enable additional resources, including security cameras, for public safety; and they offer the opportunity for conveyance of emergency alerts, instructions, and other urgent safety communications, as well as general public information as may be arranged between governmental agencies and the property owner; and,

WHEREAS, the City Council finds that the Land Use and Development Code Amendment will not be detrimental to the public interest, health, safety,

convenience, or welfare of the City as the added kiosks will not be freeway-visible or street-visible billboards, thus not contributing to visual blight, will promote public safety by including additional security cameras and providing public safety information to the community; and will not adversely affect the safety of vehicular traffic on the City's streets nor the pedestrian and vehicular traffic in the shopping centers' parking lots; and,

WHEREAS, the Land Use and Development Code Amendments are in compliance with the provisions of the California Environmental Quality Act (CEQA) because the project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15061(B)(3), 15301, and 15303 of the CEQA Guidelines, Title 14 of the California Code of Regulations, because the kiosks are additional pedestrian-level signage located inside shopping centers; and,

WHEREAS, the Land Use and Development Code Amendment reflects the input of residents, stakeholders, and public officials, and implements the visions and desires for the community as documented within the Calabasas 2030 General Plan, is adopted in the public interest, and is otherwise consistent with federal and state law; and,

WHEREAS, the Planning Commission held a properly noticed public hearing on September 19, 2024 and adopted Planning Commission Resolution No. 2024 – 795, recommending approval of this Ordinance to the City Council; and

WHEREAS, the City Council has considered the entirety of the record, which includes, without limitation: the Calabasas 2030 General Plan; the staff report; public comments; minutes from the meeting of the Planning Commission on September 19, 2024; and all associated reports and testimony;

THEREFORE, THE CITY COUNCIL OF THE CITY OF CALABASAS DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Recitals. The Recitals above are true and correct and incorporated herein by this reference.

SECTION 2. Based upon the foregoing the City Council finds:

1. Notice of the _____(date) City Council public hearing was posted at Juan de Anza Bautista Park, the Calabasas Tennis and Swim Center, the Calabasas Community Center, and at Calabasas City Hall.

2. Notice of the _____(date) City Council public hearing was published in the *Acorn* (or the *Enterprise*) ten (10) days prior to the hearing.
3. Following a public hearing held on September 19, 2024, the Planning Commission adopted Planning Commission Resolution No. 2024 – 795, recommending to the City Council approval of Ordinance No. _____.

SECTION 3. In view of all of the evidence and based on the foregoing findings, the City Council concludes as follows:

FINDINGS

Section 17.76.040 of the Calabasas Municipal Code allows the City Council to approve the proposed text amendment, by making the following findings:

1. *The proposed amendment is consistent with the goals, policies, and actions of the General Plan.*

The proposed text amendments to Sections 17.30.060, 17.30.080, and 17.90.020 allowing for kiosks for shopping centers which support the safety element of the general plan due to the embedded security camera systems that include real-time communication with City and law enforcement. Furthermore, the Technology and Infrastructure Element of The General Plan, specifically policy XII-38, encourages technology service providers to creatively integrate technology facilities into the interior, pedestrian-scale natural and built environment to minimize the total number of such facilities and associated aesthetic impacts. The proposed kiosks will not materially contribute to visual blight because the top of any kiosk shall not exceed 10' in height. Kiosks will also be pedestrian-scale, located in the interior of shopping centers, and thus will not function as freeway or street-visible billboards and will not adversely impact traffic safety.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.*

The proposed Development Code amendment serves the public interest and reflects the input of residents, decision-makers, and other stakeholders in the community. The proposed text amendments would not reduce or compromise existing standards that protect the health, safety or general welfare of the City because the kiosk setback standards of at least 25 feet from all street-side property lines will apply. Furthermore, the proposed text amendments will better meet the interests of Calabasas through the kiosks' integration of security camera

surveillance footage in the City and law enforcement systems, which provides footage to the Los Angeles County Sheriff Department's Real-Time Crime Center. These amendments also meet the current standards of the Land Use and Development Code; as such, the text amendments will improve the functionality of the Development Code to better protect the public interest, health, safety or general welfare of the City. As such, the proposed ordinance meets this finding.

3. The proposed amendment is in compliance with the provisions of the California Environmental Quality Act (CEQA).

The City Council has considered all the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that this Ordinance is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15061(B)(3), 15301, and 15303 of the CEQA Guidelines, Title 14 of the California Code of Regulations, because the kiosks are additional pedestrian-level signage located inside shopping centers.

4. The proposed amendment is internally consistent with other applicable provisions of the Development Code.

The Development Code Amendment has been written to be internally consistent with all applicable provisions of the Land Use and Development Code, such as Calabasas Municipal Section (CMC) 17.11.010 (Permitted Land Uses), and will improve internal consistency within the Development Code and with other titles of the Calabasas Municipal Code. Based on the foregoing evidence, this project meets this finding.

SECTION 4. Code Amendment. Section 17.30.050 (Sign Permits and program required) of Title 17 (Land Use and Development) of the Calabasas Municipal Code is amended to read as follows, with additions marked by underlined text and deletions marked by ~~struck-through text~~.

Section 17.30.050 Sign permits and program required.

- A. Sign Permit. Signs shall only be constructed, displayed or altered with sign permit approval by the review authority.
 - 1. Application Filing. Sign permit applications shall be filed on the forms provided by the department and shall include all information required therein. Sign permit application shall also be accompanied by the required filing fee. A nighttime photo simulation shall be included in all sign applications requesting freeway facing monument signs.

2. Review and Decision. A sign permit shall be approved or disapproved by the director or commission in compliance with subsection (F) of this section. The decision of the director is appealable to the commission and decisions by the commission are appealable to the council pursuant to Chapter 17.74.

B. Sign Program. A sign program shall be required for all new shopping centers with five or more tenants or remodels of existing shopping centers with five or more tenants where new tenant spaces are created or changes are proposed to the exterior of the building. A program shall also be required as deemed necessary by the director to ensure compliance with the provisions of this chapter. Kiosks are allowed at shopping centers, if approved in compliance with the requirements of section 17.30.065. Amendments to an existing sign program are not required for approval and placement of a kiosk sign, but only if compliant with the requirements of Section 17.30.065 and all other applicable requirements of this Code.

A sign program shall consist of a description, including dimensions, materials, locations, and illustration of all signs proposed on the site. The sign program shall have a unifying design theme or style, as approved by the director. A separate sign permit shall be required for all signs constructed pursuant to an approved sign program.

The purpose of a sign program is to integrate a project's signs into the architectural design of a subject site and to ensure visibility of all signs. A sign program also enables the city to ensure high quality in the design and display of multiple permanent signs and to encourage creativity and excellence in sign design.

C. Approval Authority. A sign program shall be subject to commission approval. The director may approve minor revisions to a sign program if the intent of the original approval is not affected. Revisions that would substantially deviate from the original approval shall require the approval of a new sign program.

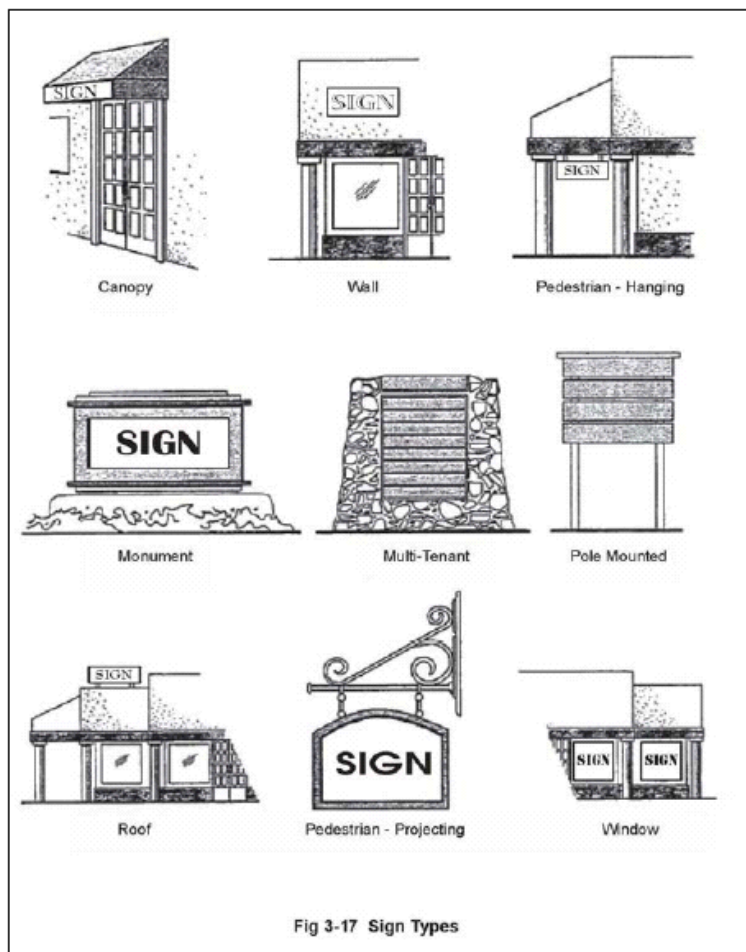
D. If a shopping center has an approved sign program prior to the adoption of an amendment to this chapter it shall conform to the provisions of that approved sign program and not the amendment.

E. Modifications to On-Site Sign Regulations (Section 17.30.080). In order to provide for flexibility in sign design, the commission and/or director shall have the authority to approve a sign modification for any new or existing business to allow modifications to sign area, height, and location. The commission shall have the authority to modify the sign area and height (from the ground) of a sign by no more than fifteen (15) percent. The director shall have the authority

to modify the sign area and height (from the ground) of a sign by no more than five percent.

The review authority shall consider the following when it determines whether to grant a modification: sign visibility, compliance with design criteria, distance from intended audience, and relative size of the sign to existing signs. A modification shall not be based on the content of a sign.

- F. Findings for Approval. The director and/or the commission may approve or modify a sign permit, sign program or modification application in whole or in part, with or without conditions, only if the following findings are made:
1. The proposed sign is permitted within the zoning district including any overlay zone and, except as provided in subsection (D) of this section, complies with all applicable provisions of this chapter, and any other applicable standards.
 2. The sign is in compliance with Section 17.30.060.



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SECTION 5. Code Amendment. A new Section 17.30.065 (Kiosks) is added to Title 17 (Land Use and Development) of the Calabasas Municipal Code to read as follows, with additions marked by underlined text and deletions marked by ~~struck-through text~~.

Section 17.30.065 Kiosks.

A. Applicability. Notwithstanding any other requirement of this Code, at least one (1) kiosk sign is permitted at all shopping centers on properties located in the Commercial, Retail (CR) or Commercial, Mixed-Use (CMU) zoning districts, if in compliance with this section, all other applicable Code requirements, and approved by the Director.

B. A kiosk is defined in Section 17.90.020. A digital kiosk is a kiosk which incorporates one or more digital display screens to convey information visually to passers-by.

C. Unless otherwise specified, the standards for kiosks are applicable to digital and nondigital kiosks.

D. General Standards.

1. The maximum number of kiosk signs shall not exceed one kiosk sign per 10,000 square feet of gross building area.

2. Kiosk signs shall not exceed ten (10) feet in overall height and five (5) feet in width.

3. Each kiosk sign shall be located on private property, and shall be:

i. Setback at least 25 feet from all street-side property lines;

ii. Located in interior portions of the property, with orientation toward pedestrian walkways along and proximate to storefronts of the shopping center, not to the street;

iii. Spaced no less than 75 feet apart, as measured along the linear frontage of the buildings (straight-line distance across parking lots is not to be applied); and,

iv. Located in a manner that allows for adequate disabled access around the entire kiosk area, and such that no emergency exit or egress is impeded.

4. Kiosk signs shall not have projecting or protruding elements.

5. Notwithstanding any other provision of this Code, kiosks may contain off-site signs, commercial messages, or any sign allowed by Section 17.30.030. Kiosks shall not be visible from any state highway. Kiosks shall not contain any text legible from any public street.

E. Display Screens.

1. The area of kiosk display screens shall not exceed 80% of the total vertical surface area of the kiosk. Each individual digital screen shall be framed by other elements of the kiosk.

2. There shall be no more than two displays per kiosk.

3. Audio is not permitted.

4. Digital display messages and colors of each image shall not change at a rate faster than one (1) message every thirty (30) seconds.

5. Light intensity of digital display screens shall not be greater than three foot-candles above ambient lighting levels, as measured at the property lines. The Director may require a lighting study, field measurements or other satisfactory methods to verify compliance with this requirement.

F. Security Cameras Required. Each kiosk sign shall have at least two integrated security cameras surveilling the immediate surrounding exterior, public area. Security cameras shall record 24 hours per day and shall provide surveillance footage in real time to the City and law enforcement. All security camera footage shall be archived for no less than 30 days. The type, precise location, and other security characteristics of the security cameras shall be approved by the City, in consultation with the Los Angeles County Sheriffs' Department.

G. Sign Program Amendment Not Required. Kiosk signs shall be of high-quality design, and be generally compatible with the approved sign program for the shopping center. However, amendments to an existing sign program are not required for approval and placement of a kiosk sign.

H. Kiosk signs are exempt from Scenic Corridor permits, provided that the Director determines the kiosk sign will not be visible from the Scenic Corridor.

SECTION 6. Code Amendment. Section 17.30.080 (On-site Sign Regulations) of Title 17 (Land Use and Development) of the Calabasas Municipal Code is amended to read as follows, with additions marked by underlined text and deletions marked by ~~struck-through text~~.

Section 17.30.080 On-site sign regulations.

The signs described in this section may be allowed only on the same site as the use being advertised or identified unless otherwise noted.

A. Signs Allowed by Permit in All Zoning Districts. The following signs are allowed in all zoning districts, subject to the regulations in this chapter and issuance of a sign permit or other permit as specified below:

1. Directional Signs. Signs necessary for public convenience and safety, not exceeding four square feet in size or three feet in height, containing information including "entrance," "exit," or directional arrows designed to be viewed by on-site pedestrians or motorists.
2. Temporary Banners. One temporary banner not exceeding twenty (20) square feet in size shall be permitted for special events if authorized by a temporary use permit. A temporary banner shall be allowed one time for not more than two weeks per year. Banner signs within commercial centers provided for under an adopted sign program shall not be considered temporary banners. Balloons shall be permitted for special events in conjunction with temporary banners if authorized by a temporary use permit.

All temporary banners and balloons shall be constructed and mounted in such a manner that they shall not rip, shred, tear or blow away by exposure to normal weather conditions. These signs shall not be illuminated or posted on trees, fence posts or public utility poles, or located within any public right-of-way or on any publicly owned property and shall not be within the traffic safety visibility area required by Section 17.20.120(D).

B. Signs Allowed by Permit in Specific Zoning Districts. A permit shall be required for the installation of any sign within the zoning district listed in Tables 3-17 through 3-21. No permit shall be issued except for a sign in compliance with these tables.

Subject to sign program approval, decorative and other supportive architectural graphics, including company logos, are allowed in a commercial zoning district in addition to permitted building-mounted

signs. The graphics shall be clearly secondary to the main sign in terms of their size and the portion of wall area covered, and shall complement the building and main sign in color and style. The area of the graphics and any logo shall be counted as part of the total sign area allowed on the building.

1. Flag and Land Locked Commercial Lots. Subject to the limitations set forth in the following tables, one monument sign may be located in a private access easement adjacent to a public street to provide business identification and directional information for a parcel without street frontage when (i) a wall sign would not be easily seen from the public street; and (ii) there is sufficient area to accommodate a monument sign. The sign shall maintain an adequate separation from other monument signs in the vicinity and shall be placed to avoid undue concentration of monument signs as determined by the director.

2. Kiosks. ~~Kiosks shall be allowed with the approval of a sign program subject to the following standards:~~ Kiosks are permitted with a sign permit approved in compliance with the requirements of section 17.30.065. Notwithstanding any provision of an approved sign program, a kiosk is allowed if approved by a signed permit by the Director in compliance with the requirements of section 17.30.065 and all other applicable requirements of this Code.
 - ~~a. In multi-tenant projects of greater than twenty thousand (20,000) square feet with outdoor spaces of greater than one thousand (1,000) square feet.~~
 - ~~b. Located in a manner that allows for proper handicap access around the entire kiosk area.~~
 - ~~c. Maximum height shall not exceed eight feet.~~
 - ~~d. Maximum area of each kiosk shall not exceed forty (40) square feet.~~
 - ~~e. Maximum number shall not exceed one for every twenty thousand (20,000) square feet of building area.~~
 - ~~f. The sign area shall be in addition to the sign area allowed in the tables below.~~
 - ~~g. Signs located in the kiosk shall only advertise businesses or services offered by the businesses located within the shopping center. No off-site advertising is allowed. Noncommercial sign copy is allowed wherever commercial signage is permitted.~~

3. Calabasas Road District. Monument signs shall be permitted along both sides of Calabasas Road from the east side of Mureau Road to the west side of Parkway Calabasas ("Calabasas Road district"). The maximum height of a monument sign in the Calabasas Road district shall be twenty (20) feet in height with the sign area not to exceed one hundred (100)

square feet. Notwithstanding the forgoing, the council, following review and consideration from the commission, may grant an exception allowing a monument sign up to twenty-five (25) feet in height and up to one hundred fifty (150) square feet in sign area, upon finding that increased height or sign area is necessary to allow the applicant visibility comparable to that enjoyed by a substantial number of other properties in the Calabasas Road district. A property which contains a nonconforming pole sign(s) shall not be authorized to construct a monument sign under this paragraph unless the applicant agrees to abate the pole sign(s) as a condition of this approval.

1. Signs permitted in RS, RM, RR, RC, and HM (Residential Single Family, Residential Multi-Family, Rural Residential, Rural Community and Hillside Mountainous) Zones

Table 3-17 Permitted Signs in RS, RM, RR, RC, and HM Zoning Districts							
Sign Type	Sign Class	Maximum Number	Maximum Sign Area	Maximum Sign Height	Location Requirements	Lighting Allowed?	Additional Requirements
Wall or monument	Single-family neighborhood identification and Multifamily or mobile home park identification	1 of each sign type per street frontage	5 sq. ft. per acre, not to exceed 30 sq. ft. per sign	8 ft. monument	10 ft. minimum front setback, 5 ft. side setback	Yes	Copy limited to name and address of project.
	Institutional	1 of each sign type per street frontage	5 sq. ft. per acre, not to exceed 20 sq. ft. per sign	8 ft. monument	10 ft. minimum front setback, 5 ft. side setback	Yes	Name of institution and illuminated Directory only. Religious and educational facilities may have marquee sign consistent with monument sign requirements.

Note: Maximum sign area includes all monument and building mounted signs. All lighting must comply with the Lighting Ordinance.

2. Signs permitted in CL, CR, CMU, CO, CB (Commercial-Limited, Commercial-Retail, Commercial-Mixed Use, Commercial-Office and Commercial-Business Park) Zones:

Table 3-18 Permitted Signs in CL, CR, CMU, CO, and CB Zoning Districts							

Sign Type	Sign Class	Maximum Number	Maximum Sign Area	Maximum Sign Height	Location Requirements	Lighting Allowed	Additional Requirements
Monument	Commercial center/complex	1 per center or complex 2 for each center/complex with 2 access driveways and a minimum separation between signs of 150 ft.	100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support and design. 150 sq. ft. max. in Calabasas Road district only, and only with approval of the council, per Section 17.30.080(B)(3)	10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.
	Single purpose building	1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs		10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only	Must be in landscaped area generally equal the area of the sign. Must not block views at	Interior or exterior. All lighting shall comply with Lighting Ordinance	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be

		of 300 ft.			corners and driveways.		allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.
Building Mounted	Commercial office or business park	1 per building	0.5 sq. ft. per linear foot of store front; 15 sq. ft. minimum and 80 sq. ft. maximum per sign.	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Centered on wall or canopy over store front and proportional to building mass.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Letters to be individually mounted on the building. Sign area may not be accumulated on one lineal dimension of the building & shall not exceed the allowed area on any one dimension of the building. Businesses that sublease a minimum of 100 square

							feet within a major tenant located in a shopping center shall be allowed a 15 square foot sign.
Building Mounted	Retail - Tenant Identification	1 per street frontage or 1 for each occupancy for multitenant building. 1 additional for each tenant space that faces on more than 1 street. Max. 2 signs per business	0.5 sq. ft. per linear Shall not project foot of store front; 15 sq. ft. minimum and 80 sq. ft. maximum per sign.	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Centered on wall or canopy over store front and proportional to building mass.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Letters to be individually mounted on the building. Sign area may not be accumulated on one lineal dimension of the building & shall not exceed the allowed area on any one dimension of the building. Businesses that sublease a minimum of 100 square feet within a major tenant located in a shopping center shall be allowed a

							15 square foot sign.
Building Mounted	Retail - Tenant Identification	1 additional sign allowed for secondary main public entrance located on the side of a building adjacent to public parking. Max. 2 signs per business	1/2 the total signage allowed on the front may be located on the side entrance				Letters to be individually mounted on the building
Building Mounted, Freeway Facing	Commercial office, retail or business park	1 per single purpose building or 1 per commercial center or complex 1 additional for bldgs. Over 50,000 sq. ft. for a 2 nd tenant with at least 30% of floor area	.5 sq. ft. per linear foot of building frontage with a maximum of 80 sq. ft. per sign	Shall not project above an eave or parapet, including the eaves of a mansard roof.	100 ft. separation between freeway facing signs an same building	Non-illuminated only	Sign copy limited to a single business name. Sign design to be consistent with design of building and other signs on site. Shall be consistent with Scenic Corridor Ordinance.
Pedestrian	Commercial office, retail or business park	1 projecting sign per tenant	3 sq. ft. per face. 2 faces max.	Lower edge must be min. 8 ft. above	Perpendicular to building wall. Must be	No	May not project into street. Sign

				finished grade.	centered under canopy or eave.		shall appear to be architectural and integral part of bldg.
Window	Commercial office, retail or business park	1 per window	3 sq. ft.	None	None	No	Sign copy limited to business identification.

Note: A commercial center or complex is defined as where a project shares similar landscape features, common access ways, reciprocal parking or architectural features. Multitenant sites shall have Sign Program, per Section 17.30.050. In street corridors with adopted design guidelines or Master Plans, signage shall be consistent with adopted plans.

3. Signs permitted in the CT (Commercial-Old Town) Zone:

Sign Type	Sign Class	Maximum Number	Maximum Sign Area	Maximum Sign Height	Location Requirements	Lighting Allowed	Additional Requirements
Monument	Commercial center/complex	1 per center or complex 2 for each center/complex with 2 access driveways and a minimum separation between signs of 300 ft.	100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural	8 ft.	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the

			support & design.				placement and compatibility with adjoining properties and signs.
Monument	Single purpose building	1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs of 300 ft.	100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support and design.	8 ft.	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs. During construction, on-site advertising of the construction trades participating in the project shall be allowed.
Building Mounted	Commercial office or business park	1 per tenant	10 sq. ft. max	Shall not project above an eave or parapet, including the eaves	Centered on wall or canopy over store front and proportional to building	Interior or exterior. All lighting shall comply with Lighting	Letters to be individually mounted on the building.

				of a mansard roof.	mass.	Ordinance.	
Building Mounted	Retail - Tenant Identification	1 per street frontage or 1 for each occupancy for multitenant building. 1 additional for each tenant space that faces on more than 1 street. Max. 2 signs per business	10 sq. ft. max.	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Centered on wall or canopy over store front and proportional to building mass.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Letters to be individually mounted on the building. Sign area may not be accumulated on one lineal dimension of the building and shall not exceed the allowed area on any one dimension of the building.
Building Mounted	Retail - Tenant Identification	1 additional sign allowed for secondary main public entrance located on the side of a building adjacent to a public parking. Max. 2 signs per business	1/2 the total signage allowed on the front may be located on the side entrance.	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Centered on wall or canopy over store front and proportional to building mass.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Letters to be individually mounted on the building.
Building Mounted, Freeway Facing	Commercial office, retail or business park	1 per single purpose building or 1 per commercial	0.5 sq. ft. per linear foot of frontage; 15 sq. ft. min.	Shall not project above an eave or parapet,	100 ft. separation between freeway facing signs	Non-illuminated only	Sign copy limited to a single business name. Sign design to be consistent with design of

		center or complex. 1 additional for bldgs. Over 50,000 sq. ft. for a 2 nd tenant with at least 30% of floor area	and 80 sq. ft. max. per sign	including the eaves of a mansard roof.	on same building		building and other signs on site. Shall be consistent with Scenic Corridor Ordinance.
Pedestrian	Commercial office, retail or business park	1 projecting sign per tenant	3 sq. ft. per face. 2 faces max.	Lower edge must be min. 8 ft. above finished grade.	Perpendicular to building wall. Must be centered under canopy or eave.	No	May not project into street. Sign shall appear to be architectural and integral part of bldg.
Window	Commercial office, retail or business park	1 per window	3 sq. ft.	None	None	No	Sign copy limited to business identification.
Portable A-Frame	Retail - Tenant Identification	1 per business	7 sq. ft.	3 ft.	Must be placed within 5 feet of retail storefront	No	Sign may only be displayed during hours of operation

Note: A commercial center or complex is defined as where a project shares similar landscape features, common access ways, reciprocal parking or architectural features. Multitenant sites shall have Sign Program, per Section 17.30.050. In street corridors with adopted design guidelines or Master Plans, signage shall be consistent with adopted plans.

4. Signs permitted in PF, OS, and REC (Public-Facilities, Open Space and Recreation) Zones:

<p>Table 3-20 Permitted Signs in PF, OS and REC Zoning Districts</p>
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Zoning District	Sign Type	Maximum Number	Maximum Sign Area	Maximum Sign Height	Location Requirements	Lighting Allowed?	Additional Requirements
PF	Building-mounted or monument (public site)	1 per lot	5 sq. ft. per acre up to 100 sq. ft. max. 25 sq. ft. min.	8 ft. for monument, eave height for wall-mounted	None	Yes	Public sites include public utilities, schools, police and fire stations, etc.
	Building-mounted or monument (private site)	1 per lot	5 sq. ft. per acre up to 100 sq. ft. max. 25 sq. ft. min.	8 ft. for monument, eave height for wall-mounted	10 ft. from any property line for monument sign	No	Private sites include day care centers, recreational uses, and private schools.
	Building identification	1 per building	10 sq. ft.	Height of eave	Flat on wall	No	Copy should identify name and address of facility.
	Directional or imperative	No limit	6 sq. ft. per face, 2 faces max.	15 ft.	None	Interior only	
OS, REC, OS-DR	Building-mounted or monument (public site)	1 per street or parking lot frontage	5 sq. ft. per acre up to 100 sq. ft. max. 25 sq. ft. min.	8 ft. monument, eave height for wall-mounted	None	Yes	Copy limited to name and address of facility, or as approved by director.
	Building-mounted or monument (private site)	1 per lot	5 sq. ft. per acre up to 100 sq. ft. max. 25 sq. ft. min.	8 ft. monument, eave height for wall-mounted	10 ft. from any property line for any monument sign	No	Copy limited to name and address of facility, or as approved by director.

5. Specific land use signs shall be allowed in addition to other permitted signs authorized by this chapter:

Table 3-21

Permitted Signs for Specific Land Uses							
Sign Class	Sign Type	Maximum Number	Maximum Sign Area	Maximum Sign Height	Location Requirements	Lighting Allowed?	Additional Requirements
Drive-through restaurant	Menu board	1 per building	30 sq. ft.	6 ft.	Shall be screened from street and shall not block views at corners and driveways.	Yes, during hours of operation. All lighting shall comply with Lighting Ordinance.	Light shall not negatively impact adjacent residential properties.
Service Station	Special service signs	1 per service	10% of building face; 25 sq. ft. maximum	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Flat on wall	Yes	Copy limited to special service use (e.g., car wash, mini-mart, repair services).
	Price signs	1 each for self- and full-service	20 sq. ft. total, or as required by State law	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Flat on wall or canopy	No	Copy limited to fuel grades and related prices.
	Directional signs	1 per pump	2 sq. ft. per sign face	Four (4) feet from	Flat on wall or canopy	No	Copy limited to directions such as

		island, 4 per station max.		ground to top of sign			self-serve, full-serve, air water, cashier etc.
Auto Dealership* *The aggregate of all building mounted signs shall not exceed 1 sq. ft. per linear foot of building frontage	Special service signs	1 per service	10% of building face; 25 sq. ft. maximum	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Flat on wall	Yes. Interior or exterior. All lighting shall comply with Lighting Ordinance.	Copy limited to special service use (e.g. Service, Parts, etc.).
	Directional signs	4 per site maximum	2 sq. ft. per sign face	Four (4) feet from ground to top of sign		No	Copy limited to directions to special service uses such as service, parts, etc.
	Franchise signs	1 per each franchise	80 sq. ft. maximum	Shall not project above an eave or parapet, including the eaves of a mansard roof.	Flat on wall	Yes	Copy limited to name of franchise (e.g. Mercedes, Volvo, etc.).
Commercial Shopping Center (5 or more	Freeway Facing Monument Sign	1 maximum per each center	100 sq. ft. with additional area up to	10 ft. with additional height up to 16 ft.	Must be in landscaped area generally	Yes, halo-style only	Shopping center screening shall meet the requirements of 17.18.040 - Scenic

tenants)			200 sf possible per 17.30.070 C.	maximum possible per 17.30.070 C.	equal the area of the sign. Must not block views at corners and driveways.		corridor (-SC) overlay zone and 17.20.120 - Freeway corridor development.
	Gateway Sign	1 per access driveway and a minimum separation between monument or Gateway signs of 150 ft.	100 sq. ft. with additional area up to 200 sq. ft. possible per 17.30.070 C.	10 ft. maximum	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Yes	Allowed to advertise the name of the center or complex and tenants. Gateway signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.
	Directional Signs (Tenant Identification only)	2 per shopping centers with 5 to 10 tenants and 3 per shopping centers with more than 10 tenants.	4 sq. ft. per sign face	6 ft. maximum	Located within shopping center only.	No	Allowed to advertise the name of tenants located in the center or complex only. Signs shall only incorporate two color schemes in design and all signs within center or complex shall have the same color scheme.

SECTION 7. Code Amendment. Section 17.90.020 (Definitions of specialized terms and phrases) of Title 17 (Land Use and Development) of the Calabasas Municipal Code is amended to modify the definition of "Sign" in subsection 17.90.020(S) to read as follows, with additions marked by underlined text and deletions marked by ~~struck through text~~.

Section 17.90.020(S) – Subsection ("Sign")

"Sign" means any visual device or representation (written or pictorial) used to convey information, or to identify, announce, or otherwise direct attention to a premise, product, service, person, organization, business or event, and placed on, suspended from, or in any way attached to, any structure, vehicle or landscape feature. The following are definitions related to signs:

1. "Abandoned sign" means a sign that identifies a business, lessor, owner, product, service, or activity which has been discontinued on the premises for a period of ninety (90) days or more.
2. "Address sign" means the numeric reference of a structure or use to a street, included as part of a wall or monument sign.
3. "Animated or moving sign" means any sign which uses movement, lighting or special materials to depict action or create a special effect or scene.
4. "Awning or canopy sign" means a sign located on a roof-like cover that projects from the wall of a building for the purpose of shielding a doorway or window from the elements.
5. "Balloon" means an object made of an airtight material, no greater than eighteen (18) inches in diameter at its widest point, filled with air or gas and used as a sign.
6. "Banner" means a strip of cloth, thin plastic or other flexible material on which a sign is painted, printed, or otherwise displayed.
7. "Bench sign" means copy painted on any portion of a bus stop bench.
8. "Billboard or off-site sign" means a sign structure advertising an establishment, merchandise, service, or entertainment, which is not sold, produced, manufactured or furnished at the property on which the sign is located.
9. "Building-mounted or wall sign" means a sign painted on or fastened to a building wall, and which does not project more than twelve (12) inches from the wall.

10. "Cabinet sign" or "can sign" means a sign that contains all the text and/or logo symbols within a single enclosed cabinet and may or may not be illuminated.
11. Canopy sign. See "Awning sign."
12. "Channel letters" means three-dimensional individually cut letters or figures, illuminated or non-illuminated, affixed to a structure.
13. "Civic event sign" means a temporary sign, other than a commercial sign, posted to advertise a civic event sponsored by a public agency, school, church, civic-fraternal organization, or similar noncommercial organization.
14. "Commercial copy or commercial message" means a message displayed on a sign which pertains primarily to the name, location, products or proposed economic transactions of any services or activities carried on for profit or gain.
15. "Construction sign" means a temporary sign erected on the parcel on which construction is taking place, limited to the duration of the construction, indicating the names of the architects, engineers, landscape architects, contractors or similar artisans, and the owner, financial supporters, sponsors, and similar individuals or firms having a major role or interest with respect to the structure or project.
16. "Decorative graphics" means any graphic symbol, logo, monogram, words treated as a graphic image or other symbolic device that identifies the specific business, products or services offered on the premises, or which relates to the contents of the building-mounted sign.
17. "Directional sign" means an on-site sign which is designed and erected solely for the purposes of directing vehicular and/or pedestrian traffic within a project.
18. "Directory sign" means a sign for listing the tenants or occupants and their suite numbers of a structure or center.
19. "Double-faced sign" means a single structure monument sign located perpendicular to the street.
20. "Flag" means the official flag of a government, religious group or other organization.
21. "Flashing sign" means a sign that contains an intermittent or sequential flashing light source.

22. "Freestanding sign" means a sign which is erected or mounted on its own self-supporting permanent structure or base detached from any supporting elements of a building.
23. "Freeway facing sign" means a building mounted sign that is located (a) on a site that directly abuts the 101 Freeway and (b) is located on the one side of the building that is generally parallel to the freeway.
24. "Gateway sign" means two (2) monument signs flanking a private access driveway located off a public right-of-way and matching in size, design, and sign area.
25. "Illegal sign" means a sign that was not established or is not being maintained in compliance with the applicable provisions of the Los Angeles County Zoning Code or this chapter that applied to the sign at the time it was installed.
26. "Illuminated sign" means a sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.
27. "Inflatable sign" means an object made of an airtight material, generally greater than eighteen (18) inches in diameter at its widest point, filled with air or gas to form a three-dimensional shape and used as a sign.
28. "Institutional sign" means a sign identifying the premises of a church, school, hospital, rest home, or similar institutional facility.
29. "Kiosk" means a free-standing structure erected on a foundation and designed to provide advertising space for a group of buildings in a shopping center addressing a pedestrian audience. "Nondigital Kiosk" shall mean a kiosk without any moving pictures or digital displays. "Digital Kiosk" is a kiosk which, in addition to exhibiting the standard characteristics of a kiosk, incorporates one or more digital display screens to convey information visually to passers-by.
30. "Logo sign" means an established trademark identifying the use of a structure.
31. "Marquee sign" means a sign designed to have changeable copy. Marquee signs may be a freestanding sign or a wall sign.
32. "Menu board" means a permanently mounted sign displaying the bill of fare for a drive-through restaurant.

SECTION 8. Severability. If any sections, subsections, subdivisions,

paragraph, sentence, clause or phrase of this Ordinance or any part hereof or exhibit hereto is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this Ordinance or any part thereof or exhibit thereto. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that anyone or more sections, subsections, subdivisions, paragraph, sentences, clauses or phrases be declared invalid.

SECTION 9. Publication. The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code Section 36933. She shall certify to the adoption of this Ordinance and the certification, together with proof of the publication, will be entered in the book of Ordinances of the City Council.

SECTION 10. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code Section 36937.

PASSED, APPROVED AND ADOPTED this _____th day of ____, 2024.

Alicia Weintraub, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Pope, City Clerk

Matthew T. Summers, City Attorney

I **HEREBY CERTIFY** that the foregoing Ordinance was first introduced at a regular meeting held on the ____ day of ____ 2024 and duly adopted by the City Council of the City of Calabasas, California, at a regular meeting held on the ____ day of ____ 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Lisa Pope, City Clerk
City of Calabasas

DRAFT