



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT

DATE: SEPTEMBER 11, 2024

TO: MEMBERS OF THE CALABASAS PLANNING COMMISSION

**FROM: MICHAEL KLEIN, AICP, COMMUNITY DEVELOPMENT DIRECTOR
TOM BARTLETT, CITY PLANNER
RACHEL ZADIKOV, ASSISTANT PLANNER**

SUBJECT: PROPOSED ORDINANCE AMENDING SECTION 17.30 (SIGNS) OF THE CALABASAS MUNICIPAL CODE TO PERMIT DIGITAL KIOSKS IN SHOPPING CENTERS AND REQUIRE ALL NEW KIOSKS TO INCORPORATE SECURITY CAMERAS WITH LIVE-FEED TO THE LOS ANGELES COUNTY SHERIFF.

MEETING

DATE: SEPTEMBER 19, 2024

SUMMARY RECOMMENDATION:

Staff requests that the Planning Commission adopt Resolution No. 2024-795 to make a recommendation of approval or denial to the City Council amending Section 17.30 (Signs) of the Calabasas Municipal Code (CMC) to permit digital kiosks with security cameras in shopping centers and require all new kiosks to incorporate security cameras with live-feed to the Los Angeles County Sheriff.

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 and to secure input and a recommendation from the Planning Commission.

On July 18, 2024 the Planning Commission discussed a preliminary draft ordinance to update Section 17.30 (Signs). Following discussion, it was determined that additional information and discussion would be required. Thus, Staff requested Commissioners to submit written comments by August 1, 2024. Comments were received and Staff prepared responses to the comments, which were provided to Commissioners for the following meeting.

On August 15, 2024 the Planning Commission continued discussion of the preliminary draft ordinance to update Section 17.30 (Signs). Following discussion, the Commission asked Staff to return with a final draft ordinance for Commission consideration at a public hearing.

DISCUSSION/ANALYSIS:

Draft Ordinance No. 2024-XXX, attached as Exhibit C, addresses the comments and concerns raised by Commissioners in previous discussions. The revisions made to the Draft Ordinance include, but are not limited to, the list below:

1. Established over-arching parameters for all kiosks generally (inclusive of both digital and nondigital kiosks). Standards that are specific to digital or nondigital kiosks are specified.
2. Proposed standards are to be applicable to all kiosks, inclusive of digital and nondigital kiosks.
3. Allow at least one (1) kiosk at each shopping center located within the Commercial, Retail (CR) and Commercial, Mixed Use (CMU) zoning districts, regardless of size, with one (1) additional kiosk allowed for every 10,000 square feet of building area in the shopping center. This approach promotes deployment of security cameras throughout the City, potentially at every shopping center.
4. Revised height standards to reduce allowable kiosk size to 5' in width and 10' in height, compared to the initially proposed 6' in width and 12' in height.

5. Established limitations for digital display change rates – digital display messages shall not change at a rate faster than one (1) message every thirty (30) seconds.
6. Require security cameras to be installed and integrated in all new kiosks, whether digital or nondigital.

Staff have prepared two resolutions that are available for adoption based on the Commission review and determination.

1. Should the Commission be in support of the proposed ordinance and determines that all findings have been made, Resolution No. 2024-795 (Exhibit A) recommends approval of the ordinance to the City Council.
2. Should the Commission not be in support of the proposed ordinance and the Commission determines that the one or more of the required findings have not been made, an alternative Resolution 2024-795 is attached as Exhibit B which recommends that the City Council not adopt the proposed ordinance.

REVIEW AUTHORITY:

An ordinance to amend any portion of Title 17 (the Land Use and 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.

REQUESTED ACTION:

That the Planning Commission adopt Resolution No. 2024-795 to recommend approval or denial of Draft Ordinance No. 2024-XXX to the City Council to amend Section 17.30 (Signs) of the Calabasas Municipal Code (CMC) permit digital kiosks in shopping centers and require all new kiosks to incorporate security cameras with live-feed to the Los Angeles County Sheriff.

ATTACHMENTS:

- Exhibit A: Resolution No. 2024-795 (for approval)
- Exhibit B: Resolution No. 2024-795 (for denial)

Exhibit C:

Draft Ordinance No. 2024-XXX