

**MINUTES
INGLEWOOD PLANNING COMMISSION
MEETING
WEDNESDAY, FEBRUARY 5, 2014**

(1) PLEDGE OF ALLEGIANCE:

The City of Inglewood Planning Commission held its meeting on Wednesday, February 5, 2014, in the City Council Chambers, on the ninth floor, in City Hall. Following the Pledge of Allegiance, led by Planning Commissioner Aide Trejo, the meeting was called to order at 7:01 p.m.

(2) ROLL CALL:

Present: Chairman Larry Springs
Commissioner Darius Leevy
Commissioner David Rice
Commissioner Aide Trejo

Excused

Absence: Commissioner Terry Coleman

Staff: Mindy Wilcox, AICP, Senior Planner
Christopher E. Jackson, Sr., Senior Planner
Jeff Lewis, Assistant City Attorney
Eddy Ikemefuna, Planner II
Evangeline Lane, Acting Secretary
Abdurahman Lachgar, Planning Division Intern

(3) STAFF COMMUNICATIONS:

Christopher E. Jackson, Sr., Senior Planner, provided staff communications on behalf of the Planning Manager, Ms. Linda F. Tatum, who was absent from the meeting due to other duties. Mr. Jackson requested an excused absence for Commissioner Terry Coleman.

(4) PLANNING COMMISSIONER PRESENTATION:

Chairman Springs and the Planning Commission made a presentation to Mr. Christopher E. Jackson, Sr., Senior Planner, celebrating the life of Mother Elma D. Jackson.

(5) PUBLIC COMMENTS:

None

NON-PUBLIC HEARING:

(6a) SIGN CODE AMENDMENT OVERVIEW:

Overview and update on modifications to sign regulations.

Ms. Mindy Wilcox, AICP Senior Planner made the staff presentation.

Commissioner Trejo asked Ms. Wilcox if the proposed Sign Code Amendment would be applied only to new signs or all signs in the City.

Ms. Wilcox responded that the amendment would apply to any new sign permit issued after it is adopted, and that existing legally permitted signs are legal nonconforming. Any new sign would be subject to the new regulations.

Commissioner Trejo asked if there are consequences if a sign owner violates a permit for a new sign.

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Ms. Wilcox stated that the property owner would receive a notice to correct or a warning from Code Enforcement staff and be subject to the process of correcting the violation.

Commissioner Trejo asked if applicants will be provided information before-hand (a brochure) about the consequences of not complying with the approved permit or the new sign code.

Ms. Wilcox stated that staff does not typically provide this type of information to applicants beforehand.

Commissioner Trejo asked if staff could possibly present this information to the applicant.

Mr. Jackson stated with the direction of the Planning Commission staff could provide this type of information at the public counter as part of the permit process.

Commissioner Trejo stated that she feels information should be available to forewarn the public of the consequences because of a lack of knowledge, and it should be in multiple languages.

Commissioner Trejo said considering the area of the building and the size of site will be good to address small sites with multiple banners and signs.

Ms. Wilcox stated that the code currently limits banners and staff will look at the issue of enforcement of the proposed regulations.

Commissioner Trejo stated she was glad that staff is coordinating this with code enforcement.

Commissioner Rice asked if Code Enforcement would be visiting businesses with nonconforming billboards and why if a sign is grandfathered.

Ms. Wilcox stated that Code Enforcement will not be visiting businesses, but staff will get their feedback regarding enforcement issues they encounter in the field, particularly issues that are time-consuming or regulations that are difficult to enforcement, so staff can craft new regulations that can result in effective code enforcement.

Commissioner Rice asked if Code Enforcement will visit various businesses, and Ms. Wilcox stated that they will not.

Chairman Springs asked whether signage that covers a business' windows are in violation or are they grandfathered?

Ms. Wilcox responded that a certain percentage of window signs are permitted, but many businesses exceed the permitted area, so staff will consider whether to reduce the allotted area.

Commissioner Rice stated that there are businesses in violation of the 30 days for banner display, some being displayed for a year, and asked if staff will sweep the city with a wide brush to cover every business for compliance with the proposed new ordinance.

Ms. Wilcox stated that full compliance is the goal.

Mr. Jackson stated that staff requests comments and direction from the Planning Commission regarding this sign code amendment overview.

Chairman Springs directed staff to proceed with Planning Commission's stated comments.

(7) PUBLIC COMMENTS:

- Juanita Withrow, 436 West Hillsdale Street. Noted lack of code enforcement staff and their ability to enforce more regulations with current staffing.

Mr. Jackson responded that staff is trying to put in place sign regulations that are easier for code enforcement staff to identify violations and enforce, and this will take some time.

- Jim Withrow, 436 West Hillsdale Street. Asked how Code Enforcement lets a business know that they are not in compliance, and if they give a deadline for compliance.

Mr. Jackson responded that a notice is issued by code enforcement, who tries to work with business owners to resolve the matter. When that is not practical, they issue a notice to correct allowing the business owner 10 days to comply. After the 10 days, if the owner does not comply the notice is reissued and a fine is imposed. If it is not resolved, the matter can be referred to the City Attorney for prosecution. The City's goal is to have the business owner comply.

Chairman Springs closed the public comments and asked for commission initiatives.

(8) PLANNING COMMISSION INITIATIVES:

Commissioner Leevy:

- Market Street. Trees with growth that is breaking the tree grates and lights at the tree bottom.
- Queen Street. Across from Salvation Army on Queen Street, there is a street tree is missing.
- Carlton Square. A home near the rear of the Forum with graffiti requesting the use of graffiti-resistant paint the same color of the building.

Commissioner Rice:

- Stop Sign at Edgewood and Ivy covered by a tree and needs trimming.

(9) ADJOURNMENT:

Chairman Springs adjourned the meeting adjourned in honor of Mrs. Emma Jackson, the mother of Christopher E Jackson, Sr., Senior Planner, at 7:33 p.m.

Evangeline Lane, Acting Secretary
City Planning Commission
Inglewood, California

Approved this 5th Day
of March, 2014

Chairman Larry Springs
City Planning Commission