

Culver Planning Commission
March 30, 2023; 6:00 pm
Culver City Hall
Minutes

CALL MEETING TO ORDER. The meeting was called to order by Chair Joanne Heare.

ROLL CALL: Joanne Heare, Linda Victorine, Becky Jordan, and Amber Stout were present as well as Kirk Fatland, Jered Reid, Kim Symons and Donna McCormack. Commissioner Tyler Soderstrom was absent. Others present included Cindy Dix, Jack Ickler, Brett Urbach, and Linda Marshall.

PUBLIC HEARING: The hearing to conduct a Site Plan Review of a proposed expansion of the City Park was opened at 6:00 p.m. and the chair requested Kirk Fatland explain the process to be followed.

Mr. Fatland read the script including explaining:

- The Planning Commission, as the hearings body, will hear argument concerning the application to conduct a Site Plan Review of a proposed expansion of the City Park. The proposal includes a parking area, pickleball court, bicycle pump track, and skate park.
- The applicant is requesting site plan approval.
- All testimony shall be directed to the hearings body.
- The applicable substantive criteria are those found in Title 17.16.110 Site plan approval.
- All testimony, argument and evidence must be directed to applicable criteria or other criteria in the comprehensive plan or Zoning Ordinance you believe to be applicable.
- At the conclusion of this hearing the hearings body will deliberate towards a decision or continue the hearing or deliberations to a date and time certain
- Failure on the part of any person to raise an issue with sufficient specificity to afford the Planning Commission and parties to this proceeding an opportunity to respond to the issue precludes appeal to the City Council and Land Use Board of Appeals on that issue.
- Failure of the Applicant to raise constitutional or other issues relating to conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court.
- The hearing will proceed as follows:
 - Staff will provide a brief report.
 - Applicant will present testimony and evidence.
 - Any interested persons will present testimony or evidence.
 - Applicant, as the party bearing the burden of proof, will then be afforded an opportunity to present rebuttal testimony.
 - Opponent rebuttal may be allowed at the Planning Commission’s discretion.
 - If requested by the hearings body, staff will provide closing comments.
 - Questions from or to the chair may be entertained at any time at the Hearings Body’s discretion.
 - Close the hearing.

He then called for the Commissioners to disclose any ex-parte contacts (including site visits), prior hearing observations, biases, or conflicts of interest. He asked the commission “Does any Commissioner have anything to disclose and, if so, please state the nature of same and whether you can proceed?” None of the commissioners declared any contacts, prior hearing observations, biases or conflicts of interest and there were no challenges from the audience.

Mr. Fatland then reviewed the staff report and explained the proposal is for the expansion of the existing city park which is a permitted use on commercially zoned property. The application submitted satisfies the site plan requirements and has 57 parking spaces with 4 ADA stalls. The parking is anticipated to be for

Culver Planning Commission
March 30, 2023; 6:00 pm
Culver City Hall

public use. He explained variances are being requested to the requirements of 16% of the site be landscaped and explained there is uncertainty about if the rest of the park allows that requirement to be met. The proposed 45' street is narrower than required for streets in the city and the plan shows one way traffic with a curb and sidewalk on the east side of the road. The city has an easement agreement which indicated the road must accommodate two-way traffic so a condition of approval would be to change the road to accommodate two-way traffic. Jered Reid explained there is an easement in place allowing the property owner to the south to use the road for ingress and egress from their property as indicated in the fire department and attorney comments. He also explained the proposed conditions include lighting to be installed, addressing drainage concerns and including parking stalls as well as widening the road on the south of the property to be widened to 20' instead of 18' and include NO PARKING signs. A turnaround would also need to be provided in order for the road to be two-way and with the road being 40' wide they would need to resolve any sewer line conflicts and the road would need to be paved.

Applicant Testimony: Cindy Dix addressed the commission and indicated her only concern is if there is adequate space to accommodate the requirements without taking it out of the space needed for the park amenities.

It was also explained the owner is concerned about the plan showing landscaping within the easement and a triangle section of the easement is also designed to have landscaping which is in violation of the easement. Commissioner Jordan indicated it is important to have lighting included, not in order for the park to be open at night but rather for safety issues. Upon questioning Kim Symons indicated the nearest light is on the flag pole and she also indicated solar lights and LED lights might be a possibility. Other amenities include the bathrooms which nearby but do not currently meet ADA accessibility requirements to travel from the proposed site.

Brett Urbach spoke and indicated he is one of the officers of the Darleen Urbach Memorial Fund and he wondered who was going to pay for the lighting. When they started the project, they did not intend to build an entire park complex, just a skate park. Cindy Dix indicated there is a state park grant application being submitted and completing the project in phases is being considered. She reported there is not enough money to move forward at this time but there would be with additional funding.

The commission discussed the type of landscaping and proposed a desert landscape in order to minimize the amount of water and upkeep that would otherwise be required.

Supporting / Opposing Testimony: No one testified either in support or opposition.

The public hearing was closed by Chairman Heare at 6:55 p.m.

Commissioner Victorine clarified the written testimony received would also be considered as part of the record and should be considered while making their decision.

The proposed conditions of approval in the staff report and indicated they would like to include conditions that ensure two-way traffic is allowed on the road on the west, the design will be revised to provide a turnaround to be approved by the Fire District, the parking lot design will meet the parking lot requirements in the Culver Municipal Code and the landscaping design and park amenities will need to be approved by Culver Public works. The commission briefly discussed a dedication sign and felt it was too early in the process to address it at this time.

Culver Planning Commission
March 30, 2023; 6:00 pm
Culver City Hall

Decision: Commissioner Stout moved to approve the Site Plan with the conditions recommended in the staff report, amended report and a landscape plan will be submitted and approved by Culver Public Works. The motion was seconded by Commissioner Jordan and passed unanimously.

REVIEW/DISCUSS PROPOSED FLOODPLAIN ORDINANCE: Mr. Fatland explained the proposed ordinance brings the city up to the federal standards. he also explained in most cases even though a facility has been built to handle flood issues, it doesn't change the map. the ordinance will however make us in compliance with federal requirements. The commission indicated they would like the discussion added to the agenda for the next meeting.

APPOINT PLANNING COMMISSIONER TO THE URBAN RENEWAL DISTRICT BOARD: Jered Reid indicated the Planning Commission appointed Mr. Soderstrom to be on the Urban Renewal District Board but he has not accepted the position nor agreed to be appointed. The PC has received a request to select someone else for the board and after discussion, Commissioner Jordan moved to appoint Joanne Heare to the position. the motion was seconded by Commissioner Stout and passed unanimously with Commissioner Heare abstaining.

The commission also indicated Mr. Soderstrom has not attended the PC meetings or responded to e-mail messages. Jered Reid explained the Culver Municipal Code allows a vacancy to be declared if a councilor is absent from the city for more than 60 days and he believes a vacancy could be declared for Mr. Soderstrom's position of the Planning Commission but he also indicated it is the city council who declares the vacancy and appoints to fill the position. Commissioner Victorine moved to request the city council to declare a Planning Commission vacancy. The motion was seconded by Jordan and passed unanimously.

SCHEDULE THE NEXT MEETING. The committee scheduled the next meeting to be held on May 11th at 6:00 p.m.

ADJOURN. There being no further business to come before the Commission, Commissioner Stout moved to adjourn the meeting. The motion was seconded by Commissioner Victorine and passed unanimously at 7:25 p.m.

Planning Commission Chair

Attest:

City Recorder