

# **AGENDA**

## **LAND USE AND DESIGN REVIEW COMMITTEE**

**February 9, 2012**  
**9:00 A.M.**

**Laguna Woods City Hall**  
**Council Chambers**  
**24264 El Toro Road**  
**Laguna Woods, CA 92637122**

**AGENDA DESCRIPTION:** The Agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Land Use and Design Review Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. COMMITTEE BUSINESS**

**A. Modifications to Sign Regulations: Real Estate and Open House Signs**

**RECOMMENDED ACTION:** Discuss proposed modifications to sign regulations and recommend action to the City Council.

**B. Urban Activity Center Specific Plan Process**

**RECOMMENDED ACTION:** Discuss process – the project application is not complete at this time and no action is scheduled.

**IV. PENDING PROJECT UPDATE**

**V. COMMITTEE MEMBER COMMENTS**

**VI. PUBLIC COMMENTS**

**VII. ADJOURN**

**The next regularly scheduled meeting is March 8, 2012; meetings may be cancelled if there is a lack of agenda items.**

**AGENDA**  
**LAND USE AND DESIGN REVIEW COMMITTEE**  
**Recap**

January 12, 2012  
9:00 A.M.

Laguna Woods City Hall  
Council Chambers  
24264 El Toro Road  
Laguna Woods, CA 92637122

**AGENDA DESCRIPTION:** The Agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Land Use and Design Review Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

**I. CALL TO ORDER**

**II. ROLL CALL**

Present: Doran, Hamm, Heilbronner, Joss, Lindstrom, Preli,  
Schneider, Sortino  
Absent: Hatch, Loveder

**III. COMMITTEE BUSINESS**

**A. Fire Hazard Severity Zones**

The City is proposing to adopt very high, high and moderate fire hazards severity zone maps and materials and standards requirements for new construction and building modifications in these zones. The very high hazard zone map and related standards for new construction is required by state law. The Orange County Fire Authority is recommending the other two zone maps and construction standards. Following a presentation from City Manager Keane and Building Official Gates, committee members discussed the construction requirements and the difference between building modifications and maintenance activities that would not be covered

by the new regulations. Wendy Bucknum, representing Third Mutual, commented on the potential added costs to implement the proposed standards. Upon a motion, the Committee recommended 7-1 to recommend approval to the City Council of the establishment of all three zones and associated building and materials standards for new construction and new development. Dissenting member Preli stated that he had insufficient information at this time to recommend construction standards associated with building modifications in the proposed high and moderate fire hazard severity zones.

**IV. PENDING PROJECT UPDATE**

City Manager Keane provided an update on the Urban Area Specific Plan – the Golden Rain Foundation has submitted an application, which is not yet complete and the documents received have been posted on the City’s website. Committee members asked that further explanation of the review and approval process for this project be provided at the next meeting.

City Manager Keane also noted that staff is working with the Village homeowner associations on modifications to temporary sign regulations associated with property re-sales and open houses. This item is scheduled to be presented at the Committee’s February meeting.

**V. COMMITTEE MEMBER COMMENTS**

None

**VI. PUBLIC COMMENTS**


None

**VII. ADJOURN - The next regularly scheduled meeting is February 9, 2012.**

**City of Laguna Woods  
Agenda Report**

**FOR:** February 9, 2012 Land Use and Design Review Committee Meeting

**TO:** Chair and Committee Members

**FROM:** Leslie A. Keane, City Manager 

**AGENDA ITEM:** Sign Regulations

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**Recommendation**

Discuss proposed modifications to sign regulations and recommend action to the City Council.

**Background**

The majority of the City's sign regulations were inherited from the County of Orange. Since incorporation, the City Council has made a number of incremental changes to the regulations to deal with immediate concerns. City sign regulations contain a list of temporary signs that do not require permits from the City; these include open house signs. Currently, the regulations do not permit residential real estate signs for individual residential units.

**Discussion**

The housing mutuals (homeowner associations) in Laguna Woods Village have requested that the City modify its sign regulations to allow residential real estate signs for individual residential units and additional open house signage. The proposed modifications to current signage regulations would:

- Clarify garage, estate and yard sale sign design, height and location. Signs staked in the ground must be made of a rigid material and securely staked. As proposed the maximum height of staked garage, estate and yard sales signs would not exceed 5 feet and no portion of the stake would be allowed to exceed

beyond the top of the sign. No riders, such as flags, balloons or pennants would be allowed.

- Increase the maximum number of open house signs for condominium and cooperative developments from three to four per unit.
- Clarify open house sign design, height, number and location. Signs staked in the ground must be made of a rigid material and securely staked. No riders, such as flags, balloons or pennants, would be allowed. As proposed, the maximum height of open house signs would not exceed 5 feet and no portion of the stake would be allowed to exceed beyond the top of the sign.
- Establish regulations for residential real estate signs, allowing one real estate sign no more than four square feet in size per residential unit, which may be placed in a window or staked in the ground. Staked signs must be made of rigid material and securely staked. No riders, such as flags, balloons or pennants would be allowed. As proposed, the maximum height of staked open house signs would not exceed 5 feet and no portion of the stake would be allowed to exceed beyond the top of the sign.
- Clarify that open house, for sale and garage/estate/yard sale signs for units located in common interest developments must be located inside entrance areas (e.g., behind entry gates or walls).
- Clarify that – with the exception garage/estate/yard, open house and residential real estate for sale signs, the City does not regulate window signs associated with residential units.

### Conclusion

The proposed modifications to current regulations are designed to clarify standards and procedures, and make regulations internally consistent and more reflective of current municipal and business practices. This matter has been scheduled for a public hearing at the City Council's February 15, 2012 meeting.

Attachment: Proposed Sign Regulation Modifications

## PROPOSED SIGN REGULATION MODIFICATIONS

### Sec. 13.20.110. - Signs not requiring a permit.

(a) *Sign permit not required.* The following types of signs are permitted without a sign permit; however the sign owner shall not be relieved of other City permit requirements, sign maintenance responsibilities, and compliance with applicable provisions of this chapter (including but not limited to Sections 13.20.020 and 13.20.030) or any other law or ordinance:

(2) *Window signs in commercial and community facilities districts.* Permanent and temporary window signs not associated with individual residential units are ~~limited to tenants in commercial districts and~~ subject to the following:

(no additional change to language)

(3) *Residential open house signs.* Open house signs are limited to residential districts and subject to the following:

a. Open house signs may be displayed between the hours of dawn to dusk, and only while the open house is in progress.

b. Open house signs for residential units located in a condominium or cooperative common interest development shall be limited to ~~three~~ four per unit and may be placed on-site, in a window or staked in the ground, or on common area property associated with the unit, provided that they are located inside any entrances for the common interest development (e.g., behind entry gates or walls). Single-family residences shall be limited to one open house sign per property, which shall be placed on-site.

c. The copy of open house signs shall be limited to information relating to the sale, lease or rental of the unit or property, hours of the open house and directions to the open house.

d. Open house signs, which are staked in the ground, shall be made of a rigid material and securely staked. No riders may be attached to the sign (e.g., postings, flags or pennants).

e. The area of each open house sign shall not exceed four square feet.

f. The height of any open house sign, which is staked in the ground, shall not exceed five feet. No portion of the stake upon which the sign is attached may extend beyond the top of the sign face.

(4) *Garage, estate and yard sale signs.*

b. Garage, estate and yard sale signs for residential units located in a common interest condominium or cooperative development shall be limited to a total of three per unit and may be placed on-site, in windows or staked in the ground, or on common area property associated with the unit, provided that they are located inside any entrances for the common interest development (e.g., behind entry gates or walls). Single-family residences shall be limited to one garage, estate or yard sale sign per property, which shall be placed on-site.

e. Garage, estate or yard sale signs, which are staked in the ground, shall be made of a rigid material and securely staked. No riders may be attached to the sign (e.g., "sold," "sale pending" or similar postings, flags or pennants).

f. The height of any garage, estate or yard sale sign, which is staked in the ground, shall not exceed five feet. No portion of the stake upon which the sign is attached may extend beyond the top of the sign face.

(5) *Signs in residential enclosed areas.* In residential districts, signs located within malls, courts, arcades or other enclosed areas where signs are not visible from any point of the site boundary are permitted ~~without limitation.~~

(6) *Residential decorative signs.* ~~In residential districts,~~ Banners, flags, garland, pennants and other signs displayed by individual residential units for noncommercial purposes, which~~that~~ are each no more than ten square feet in area with decorative designs related to a holiday, season, noncommercial event or affiliation are permitted ~~without limitation.~~

(7) *Incidental signs.* Incidental signs displayed by individual residential units, which~~that~~ are no more than three square feet in area (e.g., "residence protected by alarm," "beware of dog," "no trespassing," street address, etc.), are permitted ~~without limitation.~~ For the purpose of this section, window signs displayed by individual residential units in any district may also be considered incidental signs.



(11) Residential real estate signs. In residential districts, one real estate sign shall be permitted per residential dwelling, subject to the following:

a. Real estate signs shall be removed upon the close of escrow.

b. Sign copy shall be limited to information relating to the sale, lease or rental of the unit for which the sign is displayed.

c. The real estate sign may be placed on-site, in a window or staked in the ground, in conformance with sub-section "d" below. Signs staked in the ground shall be made of a rigid material and securely staked into the ground. No riders may be attached to the sign (e.g., "sold," "sale pending" or similar postings, flags or pennants).

d. Real estate signs for residential units located in a condominium or cooperative development shall be placed on-site or on common area associated with the unit, provided that they are located inside any entrances for the common interest development (e.g., behind entry gates or walls). Single-family residences shall be placed on-site.

e. The area of each real estate sign shall not exceed four square feet.

f. The height of each real estate sign shall not exceed five feet. No portion of the stake upon which the sign is attached may extend beyond the top of the sign face.

**Section 13.20.120. Prohibited signs.**

(13) Pole signs, with the exception of residential for sale, open house, garage, estate and yard sale signs and private traffic control signs.