



CITY of CALABASAS

**PLANNING COMMISSION AGENDA REPORT
DECEMBER 1, 2016**

TO: Members of the Planning Commission

FROM: Maureen Tamuri AIA, AICP 
Community Development Director

SUBJECT: Selection of Architectural Review Panel Members and Alternates

RECOMMENDATION: That the Planning Commission interview candidates and select membership in accordance with CMC 2.40 Architectural Review Panel

STAFF RECOMMENDATION:

That the Planning Commission interview candidates and select membership in accordance with CMC 2.40 Architectural review Panel

REVIEW AUTHORITY:

The Planning Commission is reviewing this project because CMC 2.40.020 A. states that election of members shall be made through a majority vote of the Planning Commission.

BACKGROUND:

In September 2016, the City, through the office of the City Clerk, posted notice of vacancies for the Architectural Review Panel, whose terms expire October 31st, 2016. The notice of vacancy was posted for an approximately 6 week period. Clerk received a total of nine applications for the position, which are attached for your consideration.

The Planning Commission will need to make a total of five appointments; three members and two alternates, who will serve for two years. A copy of the duties and responsibilities of the panel are provided as Attachment B. In response to the Commission's request, Staff has also provided attendance records for the current panelists.



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

- COMMUNICATIONS AND TECHNOLOGY COMMISSION
 ENVIRONMENTAL COMMISSION
 HISTORIC PRESERVATION COMMISSION
 LIBRARY COMMISSION
 PARKS, RECREATION & EDUCATION COMMISSION
 PLANNING COMMISSION
 PUBLIC SAFETY COMMISSION
 TRAFFIC & TRANSPORTATION COMMISSION
 STUDENT MEMBER
 OTHER: architectural review panel

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when: Wednesdays

NAME: Will Shepphird

ADDRESS: [REDACTED]

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: 310-670-9144

BUSINESS FAX:

OCCUPATION: architect

EMPLOYER:

BUSINESS ADDRESS: P.O. Box 8446

TYPE OF BUSINESS: architectural design

EDUCATION:

B.S., Civil Engineering, UC Irvine
 March, UCLA



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- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: "A.R.P."

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: Ken Stockton

ADDRESS: [REDACTED]

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED] HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: 818-888-9443

BUSINESS FAX: 818-888-9604

OCCUPATION: Architect

EMPLOYER: self employed

BUSINESS ADDRESS: 26500 W. Agoura Rd. #663, Calabasas, Ca 91302

TYPE OF BUSINESS: Architecture

EDUCATION:



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- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: Architectural Review Panel

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when: **Prefer to keep current schedule, last Friday ea month 2:30**

NAME: **Jeff Cooper**

ADDRESS: ~~23930 Craftsman Rd.~~

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: ~~818-223-9009~~

CELL PHONE: ~~818-223-9009~~

E-MAIL: ~~jeff@jeffcooper.com~~

HOME FAX: ~~818-223-8999~~

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: **818-223-9009**

BUSINESS FAX: **818-223-8999**

OCCUPATION: **Architect**

EMPLOYER: **Jeff Cooper Arch.**

BUSINESS ADDRESS: **23930 Craftsman Rd. Calabasas, CA 91302**

TYPE OF BUSINESS: **Architecture, Project Management**

EDUCATION:



RECEIVED

CITY OF 2016

CITY OF CALABASAS

CITY of CALABASAS

APPLICATION FOR APPOINTMENT

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- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: **ARP**

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: **MARK HANDEL**

ADDRESS: **[REDACTED]**

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: **[REDACTED]**

CELL PHONE: **[REDACTED]**

E-MAIL: **[REDACTED]**

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **RETIRED**

EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS:

EDUCATION:



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

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- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: Architectural Review Panel

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: Jim Surdyk

ADDRESS: [REDACTED]

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX: N/A

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: (310) 643-7900

BUSINESS FAX: (310) 643-6541

OCCUPATION: Project Executive

EMPLOYER: W.E. O'Neil Const.

BUSINESS ADDRESS: 909 N. Sepulveda Blvd, Suite 400, El Segundo, CA

TYPE OF BUSINESS: Commercial General Contractor

EDUCATION:

BS Civil Engineering - University of Illinois



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- PLANNING COMMISSION
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- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: Architectural Review Panel

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: **Dax Hoff**

ADDRESS: ~~23679 Calabasas Road #995~~ Calabasas, CA 91302

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE:

CELL PHONE: ~~310-598-8157~~

E-MAIL: ~~d.hoff@daxconsulting.com~~

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: **310-598-8157**

BUSINESS FAX: **888-983-9462**

OCCUPATION: **Civil Engineer**

EMPLOYER: **Dax Consulting, Inc.**

BUSINESS ADDRESS: **23679 Calabasas Road #995, Calabasas, CA 91302**

TYPE OF BUSINESS: **Civil Engineering Firm**

EDUCATION:

BSCE, Civil Engineering- Purdue University



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

RECEIVED
SEP 20 2016
CITY OF CALABASAS
CITY CLERKS OFFICE

AS A MEMBER OF:

- COMMUNICATIONS AND TECHNOLOGY COMMISSION
- ENVIRONMENTAL COMMISSION
- HISTORIC PRESERVATION COMMISSION
- LIBRARY COMMISSION
- PARKS, RECREATION & EDUCATION COMMISSION
- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER: Architectural Review Panel

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when: Monday - Thursday

NAME: Camille Mugerdechian-Armen, AIA

ADDRESS: ~~22231 Mulholland Highway, Suite 100~~

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: ~~818-225-7770~~

CELL PHONE: ~~818-225-7770~~

E-MAIL: ~~CamilleArmen@aia.com~~

HOME FAX: ~~818-225-7770~~

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: 818-225-2440

BUSINESS FAX: 818-225-2444

OCCUPATION: Architect

EMPLOYER: StudioMA, Inc.

BUSINESS ADDRESS: 22231 Mulholland Highway

TYPE OF BUSINESS: Architecture, Planning and Design

EDUCATION:

BA

EXHIBIT B

Chapter 2.40 - ARCHITECTURAL REVIEW PANEL*

Sections:

2.40.010 - Architectural review panel creation.

An architectural review panel (ARP) is created in and for the City of Calabasas.

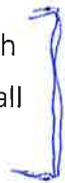
(Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2015-321, § 7, 4-8-2015)

2.40.020 - Membership.

The architectural review panel shall consist of the following members:

- A. Five (5) members, with two (2) members to serve as alternate members, residing in or near the City of Calabasas or conducting business in the city, at the time of appointment and during their respective terms of office. A majority vote of the entire planning commission is required to appoint members. Each member may serve an unlimited number of terms subject to periodic planning commission reappointment.
 - 1. At least one (1) member of the architectural review panel shall be a licensed architect.
 - 2. Other members of the panel shall be persons who, as a result of their training, experience and attainments, are qualified to analyze and interpret architectural and site planning information, including, but not limited to, licensed landscape architects, urban planners, engineers and builders/developers.
 - 3. A preference shall be given to the appointment of Calabasas residents meeting the panel's qualifications.
- B. Any member of the panel may be removed from office with or without cause by a majority vote of the entire planning commission.
- C. All terms of office shall run for a period of two (2) years. The terms of office for each member shall continue to and include October 30 of the year in which the term shall expire, and thereafter until a successor is appointed.
- D. If a vacancy occurs other than by term expiration, the planning commission shall fill such vacancy by appointment for the unexpired portion of the term.
- E.



- To ensure that new development, and the alteration or enlargement of existing development, maintain the attractiveness and character of the city, especially as projects are seen from city streets, freeway and scenic corridors, adjacent properties, and from neighboring communities;
- E. To maintain and improve the quality of, and relationship among, individual buildings, and between structures and their sites, so that groups of structures contribute to neighborhood and community attractiveness;
 - F. To ensure that:
 - 1. Site landscaping provides visually pleasing settings for structures,
 - 2. Proposed landscaping blends harmoniously with the natural landscape,
 - 3. Appropriate landscape themes and variations support the design and function of the structures to which they relate,
 - 4. Views of structures from off-site are softened or screened;
 - G. To encourage the highest quality of architectural design, energy efficiency, minimal use of toxic materials during construction, maximum use of natural materials, and emphasis on construction methods which are least disruptive to the site and to the community;
 - H. To balance private prerogatives and preferences with the public interest and welfare;
 - I. In order to achieve these purposes, except for projects zoned Commercial, Old Town (CT), the architectural review panel shall review the architecture and landscape architecture of all commercial projects and signage and residential projects within scenic corridors, Master Plan and the Old Topanga/Highlands Overlay Areas, proposed subdivisions, hillside developments. The architectural review panel may also review other projects the community development director or planning commission deem appropriate for the panel's review, including projects zoned Commercial, Old Town (CT). The panel shall limit its advice to architecture, site planning, landscaping, signage and streetscape design. The panel shall perform such other advisory duties as the planning commission may request from time to time.

(Ord. 2005-201 § 4, 2005; Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2010-276, § 5, 6-23-2010; Ord. No. 2015-321, § 7, 4-8-2015)

2.40.050 - Regular meetings.

Architectural Review Panelist:

Jeff Cooper, Chair

Ken Stockton, Vice-Chair

Will Shepphird, Panelist

Mark Handel, Alternate Panelist

Jim Surdyk, Alternate Panelist

ATTENDANCE – 2015:

1/23/15	Mark/Will/ Jim – attended	(Ken/Jeff – absent)
2/6/15	Mark/Will/Jim/Ken - attended	(Jeff – absent)
2/27/15	Jeff/Mark/Will/Jim - attended	(Ken – absent)
3/27/15	Jeff/Ken/Jim – attended	(Will/Mark – absent)
4/17/15	All attended	
4/24/15	Jeff/Ken/Will/Mark – attended	(Jim – absent)
5/29/25	Jim/Ken/Mark/Will	(Jeff – absent)
6/12/15	All attended	
6/26/15	Jim/Will – attended	(Jeff/Ken/Mark-absent)
7/24/15	Jeff/Ken/Will/Mark – attended	(Jim – absent)
8/28/15	All attended	
9/25/15	Will/Mark – attended	(Jeff/Ken/ Jim – absent)
10/23/15	Meeting Cancelled	
11/27/15	Meeting Cancelled	
12/18/15	Jeff/Will/Ken/Jim – attended	(Mark – absent)

2016 ARP Attendance

1/22/16	Mark/Will – attended	(Jim/Jeff/Ken – absent)
2/26/16	Ken/Mark/Will/Jim – attended	(Jeff – absent)
3/25/16	Mark/Jim/Ken – attended	(Jeff/Will – absent)
April	Meeting cancelled	
5/27/16	Mark/Ken/Jim/Will – attended	(Jeff – absent)
6/24/16	Will/Ken – attended	(Jeff – absent)
July	Meeting cancelled	
8/26/16	Ken/Jeff/ Jim/ Will - attended	(Mark – absent)
9/23/16	All – attended	
10/28/16	Will/Jeff/ Mark -attended	(Jim/Ken – absent)
November	Meeting cancelled	