



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
JUNE 17, 2021

TO: Members of the Planning Commission

FROM: Jaclyn Rackerby, Assistant Planner

FILE NO.: SPR-2021-007

PROPOSAL: Request for a Site Plan Review to construct a 1,352 square-foot addition to an existing single-family home located at 3519 Gladiola Dr (APN: 2072-002-087) within the Rural Community (RC) zoning district and Calabasas Highlands (-CH) overlay zone.

APPLICANT: Will Shepphird

RECOMMENDATION: Adopt Planning Commission Resolution No. 2021-722, approving File No. SPR-2021-007

STAFF RECOMMENDATION:

That the Commission adopt Planning Commission Resolution No. 2021-722, approving File No(s). SPR-2021-007.

REVIEW AUTHORITY:

The Planning Commission is reviewing this project because Section 17.62.020 of the Calabasas Municipal Code (CMC) stipulates that additions over 250 square-feet to existing single-family homes within the Calabasas Highlands (-CH) overlay zone require approval of a Site Plan Review Permit, subject to review by the Commission.

BACKGROUND:

On March 25, 2021, Will Shepphird (applicant) submitted an application on behalf of Raymond Booth (owner) to construct a 1,352 square-foot addition to the first and second floor of an existing 643 square-foot single-family residence located at 3519 Gladiola Dr, within the Rural Community (RC) zoning district and Calabasas Highlands (-CH) overlay zone.

The project was reviewed by the City's Development Review Committee (DRC) on April 12, 2021, and had no major comments. The proposed project was also reviewed by the City's Architectural Review Panel (ARP) on April 23, 2021, in accordance with Section 2.40.040 of the CMC. The Panel recommended approval of the project to the Planning Commission. On June 3, 2021, the application was deemed complete by staff.

STAFF ANALYSIS:

A. Existing Site/Building Layout: The subject site is a 6,095 square-foot corner lot located at 3519 Gladiola Dr (APN: 2072-002-087). The site is developed with a 643 square-foot single-family residence located on the main level, accessed off of Gladiola Dr, as well as a 382 square-foot legal nonconforming attached garage and 249 square-foot crawl space on the lower level, accessed off of Locust Dr. There is one oak tree located on the subject site, as well as two oak trees off property whose drip lines extend over the subject site, none of which are impacted by the proposed project because the area of construction is outside the protected zone of each tree. The site is surrounded by single-family residences to the north, south, east, and west. The existing residence was constructed in 1978 prior to the City's incorporation, and thus was built to a different set of development standards, including setbacks—the residence is currently legal nonconforming due to the existing 9'6" rear setback, and also because of the fact that the existing residence has a 382 square-foot 1-car garage. The surrounding neighborhood is made up of one and two-story single-family residences ranging in size from 1,678 to 3,986 square feet. The applicant is proposing to add 1,352 square feet to the first and second floor, bringing the total house size to 1,995 square feet.

The existing lower level consists of uninhabitable space comprising of a garage and storage area totaling 631 square feet. The existing main level consists of a living/dining room, kitchen, two bedrooms, and a bathroom, totaling 643 square feet. The living area of the existing residence is 643 square feet, because the garage and storage area of the lower level are not habitable.

The proposed addition is 1,352 square feet, consisting of a new 601 square-foot master suite on the lower level and a 751 square-foot addition to the upper level. The scope of work on the upper level includes alterations to the existing floor plan, comprising of a kitchen/living area, three bedrooms, and two bathrooms. The proposed total living area is 1,995 square feet.

- B. Architecture:** The proposed addition has been designed to incorporate architectural elements found in modern architecture, including a smooth white stucco finish, a standing seam metal roof, and black anodized aluminum trim. The exterior of the existing residence will be refinished and repainted to meet the Very High Fire Hazard Severity Zone (VHFHSZ) requirements, as well as to better integrate with the color palette of the proposed addition. The proposed project was reviewed by the City's Architectural Review Panel (ARP) on April 23, 2021, in accordance with Section 2.40.040 of the CMC. The Panel recommended approval of the design to the Planning Commission as proposed.

The placement of story poles on the subject site is required for additions over 500 square feet for properties located within the Calabasas Highlands overlay zone. Story poles were installed on May 18, 2021, in accordance with the City's Story Pole Procedures, and will remain up until a final decision is made on the project.

- C. Grading and Drainage:** The proposed project involves grading of the slope to the south of the existing residence, for the purpose of constructing a new 2-story addition. The maximum export after compaction is approximately 224 cubic yards. Conceptual grading and drainage plans were submitted by the applicant to the City's Public Works Department for review. The plans were conceptually approved by Public Works. Conditions of approval related to grading, geology and drainage are included in Resolution No. 2021-722.

REQUIRED FINDINGS:

The findings required in Section 17.62.020 of the Calabasas Municipal Code for a Site Plan Review are contained in the resolution attached as Exhibit A.

ENVIRONMENTAL REVIEW:

This project is exempt from environmental review in accordance with Section 15061 (b)(3)(General Rule Exemption) and Section 15301 (e)(2) (Existing Facilities) of the California CEQA Guidelines.

CONDITIONS OF APPROVAL:

See conditions contained in the resolution attached as Exhibit A.

PREVIOUS REVIEWS:

Development Review Committee (DRC):

April 12, 2021 No major comments.

Architectural Review Panel (ARP):

April 23, 2021 The proposed project was reviewed by the City's Architectural Review Panel (ARP) on April 23, 2021, in accordance with Section 2.40.040 of the CMC. Panel member Shepphird recused himself from the Panel due to being the applicant of record on the project. The applicant/architect Will Shepphird answered questions from the other Panel members. The Panel recommended approval of the design as proposed to the Planning Commission.

ATTACHMENTS:

- Exhibit A: Planning Commission Resolution No. 2021-722
- Exhibit B: Plans and Elevations
- Exhibit C: Approved Story Pole Plan
- Exhibit D: ARP Minutes from April 23, 2021

TECHNICAL APPENDIX



Development Standards:				Code Limit	Meets Code
Lot Size:	6,095	Sq. Ft.			NA
Floor Area:					NA
Existing:	1,274	Sq. Ft.	0.21	0.45	Yes
Proposed:	2,626	Sq. Ft.	0.43	0.45	Yes
Proposed Setbacks:					
Rear:	9 Ft.	6 In.		15 Ft. Min.	Yes*
Side (West):	17 Ft.	6 In.		10 Ft. Min.	Yes
Street Side (East):	20 Ft.	0 In.		20 Ft. Min.	Yes
Front:	20 Ft.	0 In.		20 Ft. Min	Yes
Height:					
Existing:	17 Ft	4 In.		27 Ft. Max	Yes
Proposed:	23 Ft	6 In.		27 Ft. Max	Yes
Site Coverage:					
Existing:	692	Sq. Ft.	11 %	35% Max.	Yes
Proposed:	1,372	Sq. Ft.	23 %	35% Max.	Yes
Pervious Surface:					
Existing:	4,169	Sq. Ft.	68 %	65% Min.	Yes
Proposed:	4,166	Sq. Ft.	68 %	65% Min.	Yes

*Per Section 17.72.020(B)(1)(b) of the Calabasas Municipal Code, an existing nonconforming setback may be continued provided the addition is an extension of that portion of the existing structure that encroaches into a required setback; provided, however, the alteration or addition shall not (i) extend into the required setback farther than the existing portion of the structure that encroaches into the required setback, (ii) have an area greater than fifty (50) percent of the area of the existing portion of the structure that encroaches into the required setback or (iii) exceed fifty (50) percent of the length or the existing structure that encroaches into the required setback. The proposed addition is continuing an existing nonconforming setback, and meets the provisions above.

Home Comparison:

SITE ADDRESS	BUILDING SF	LAND SF	FAR (Garage Excluded)
3519 GLADIOLA DR	1,995	6,095	0.33
3527 GLADIOLA DR	2,252	5,446	0.41
3537 GLADIOLA DR	2,028	5,300	0.38
3540 GLADIOLA DR	1,770	10,867	0.16
3530 GLADIOLA DR	2,052	5,528	0.37
3524 GLADIOLA DR	1,678	5,025	0.33
3518 GLADIOLA DR	1,748	5,076	0.34
3505 LOCUST DR	2,586	23,892	0.11
3534 LOCUST DR	3,986	12,105	0.33
AVERAGE	2,263	9,155	0.30

Notes: The House sizes do not include garages.
Project Site information obtained from information submitted by the applicant. Information on neighboring homes obtained from records of the Los Angeles County Tax Assessor Office.