



CITY of CALABASAS

**Architectural Review Panel  
MINUTES OF A REGULAR MEETING OF THE  
ARCHITECTURAL REVIEW PANEL OF THE CITY OF CALABASAS  
CALIFORNIA, HELD JULY 23, 2021**

Call to Order/Roll Call

Vice Chair Stockton called the video/teleconference meeting to order at 2:37 P.M.

Present: Acting Chair Stockton and panel members Moradi and Shepphird

Absent: Mugerdechian and alternate Kulkarni

Staff: Senior Planner Glenn Michitsch and Assistant Planner Jaclyn Rackerby

General Discussion

Vice Chair Stockton asked if any member of the public is here to speak on any agenda item.

No members of the public wished to speak.

Consent Item(s):

1. Approval of Minutes: May 28, 2021

Panel member Shepphird made a motion to approve the May 28, 2021 minutes, second by Panel member Stockton. Senior Planner Michitsch noted differences in the title for Panelist Stockton in the draft minutes, and that Panelist Stockton should be consistently titled "acting chair" in the minutes. The Panel approved the motion 3 to 0, with the noted changes.

Review Item(s) – 2:35 P.M.

2. **File No:MSCP-2021-008, SGN-2021-016:** Request for a Sign Permit and Minor Scenic Corridor Permit to install 1 freeway facing building-mounted sign for SL Power Electronics located at 27001 Agoura Rd (APN: 2064-004-066) within the

Commercial Business Park (CB) zoning district and Scenic Corridor (-SC) overlay zone

Submitted by: Eric Compton  
Planner: Jaclyn Rackerby, Assistant Planner  
(818) 224-1705  
[jrackerby@cityofcalabasas.com](mailto:jrackerby@cityofcalabasas.com)

Assistant Planner Rackerby provided the Panel with an overview project and project site. The applicant/architect, Eric Compton, provided the Panel with additional details of the project, and answered questions from the Panel. The Panel noted that they liked the sign design.

Panelist Shepphird made a motion to recommend approval of the design to the Director, with a second by acting chair Stockton. Motion carried 3-0.

3. **File No(s): MSCP-2021-006:** Request for a Minor Scenic Corridor Permit to remove an existing vertical pivot gate and replace with a new relocated swinging gate at the entrance to the Country Creek Lane community located at 26601 Country Creek Ln (APN: 2064-003-185) within the Residential Multi-Family (RM) zoning district and Scenic Corridor (-SC) overlay zone.

Submitted by: Tamana Kazemi  
Planner: Jaclyn Rackerby, Assistant Planner  
(818) 224-1705  
[jrackerby@cityofcalabasas.com](mailto:jrackerby@cityofcalabasas.com)

Assistant Planner Rackerby provided the Panel with an overview of the project and project site. The applicant representatives, Edan Shalev (President of the Country Creek Lane HOA) and Tamana Kazemi (Vice President of the Country Creek Lane HOA), answered questions of the Panel. The Panel noted that they liked the design of the gates, but also suggested that the applicants make sure the gate is properly primed and painted to prevent rusting/deterioration of the gate, and associated maintenance issues.

Panel member Moradi made a motion to recommend approval of the gate design to the Director, with a second by acting chair Stockton. Motion carried 3-0.

4. **File No(s):MSCP-2021-007, SGNP-2021-002:** Request for a Sign Program and Minor Scenic Corridor Permit to accommodate additional signage at the Creekside Village Shopping Center located at 26527 Agoura Rd (APN: 2064-002-059) within the Commercial Retail (CR) zoning district and Scenic Corridor (-SC) overlay zone.

Submitted by: Chris Kim

Planner: Jaclyn Rackerby, Assistant Planner  
(818) 224-1705  
[jrackerby@cityofcalabasas.com](mailto:jrackerby@cityofcalabasas.com)

Assistant Planner Rackerby provided the Panel with an overview of the project and answered questions from the Panel. The applicant's representative and sign contractor, Chris Kim, answered questions of the Panel. The Panel noted that they preferred the option of the brown background for the raceway with lighter lettering for the signs, and preferred the use of reverse channel lettering for the illuminated signs (rather than the dual lit channel lettering design). However, the Panel noted that they would like more information submitted on the method of the sign/raceway attachment to the columns and/or building header, and voiced concerns about potential structural issues with wind loading. The Panel suggested that the applicant speak with a structural engineer, and return to a future meeting with more specific detail on method of attachment of the sign assembly to the building columns and/or header, and whether the sign assembly would be structurally sound.

Panel member Shepphird made a motion to continue the sign program to a future meeting, and to bring back more specific details about the method of attachment of the sign assembly to the building columns and/or header, with a second by acting chair Stockton. Motion carried 3-0.

5. **File No(s):MSCP-2021-002, PL1900398:** Request for a new Sign Program and Minor Scenic Corridor Permit for The Courtyard at the Commons shopping center located at 23741 Calabasas Rd (APN: 2068-002-024) within the Commercial Mixed Use (CMU) zoning district and Scenic Corridor (-SC) overlay zone.

Submitted by: Mitch Chemers  
Planner: Jaclyn Rackerby, Assistant Planner  
(818) 224-1705  
[jrackerby@cityofcalabasas.com](mailto:jrackerby@cityofcalabasas.com)

Assistant Planner Rackerby provided the Panel with an overview of the applicant's changes to the sign program since the ARP's last review of the project on February 28, 2020. The applicant's representative, Mitch Chemers, further described the proposed revisions to the sign program, and answered questions of the Panel. The Panel noted it supports the revised sign program design, and supports the proposed 16 foot tall freeway-facing monument sign because it provided better visibility from the freeway corridor.

Acting chair Stockton made a motion to recommend approval of the sign program to the Planning Commission, with a second by panel member Moradi. Motion carried 3-0.

The Panel also noted after the vote that the City should look into the possibility of freshening up the appearance of the retaining wall on the north side of the courtyard at the commons (along the freeway), which has a deteriorated and disorganized appearance, to better enhance the visual quality of the freeway corridor.

Vice Chair Stockton adjourned the meeting at 4:16 P.M. to the Regular Meeting of the Architectural Review Panel on August 27, 2021, at 2:30 P.M.

*Respectfully Submitted by:* \_\_\_\_\_  
*Glenn Michitsch, Senior Planner*

*On August 27, 2021, these **Minutes** were APPROVED by an affirmative vote of the members present.*

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*Ken Stockton, Chair*