



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF CALABASAS  
CALIFORNIA, HELD THURSDAY MARCH 4, 2021 at 6PM**

**Opening Matters:**

**Call to Order/Roll Call of the Commissioners**

Chair Fassberg called the meeting to order at 6:02 PM in the City Council Chambers, Calabasas City Hall, 100 Civic Center Way, Calabasas, California.

Present: Chair Fassberg, Commissioners Harrison, Washburn, Milstein, Lia and Mueller.

Absent: None

Staff: Assistant City Attorney Summers, Community Development Director Tamuri, City Planner Bartlett, Senior Planner Klein, Senior Planner Michitsch, Associate Planner Gilli, and Assistant Planner Rackerby.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Commissioner Harrison

**Approval of Agenda**

Commissioner Washburn moved, seconded by Commissioner Lia to approve the Planning Commission Agenda of March 4, 2021

MOTION CARRIED: 5/0

**Announcements and Introductions:**

Commissioner Washburn recommended a webinar by Earth Scientist, Jim Laurie, which discussed carbon emissions and climate change. Commissioner Washburn would like to include reducing carbon emissions as a goal of the City in its 30<sup>th</sup> year, for the health and safety of the community.

Oral Communications – Public Comment:

Joe Chilco spoke to highlight John Suwara's comment and photo provided at the February 18<sup>th</sup> Planning Commission meeting, regarding a banner he hopes the City will promote announcing the upcoming West Village Public Hearing.

Discussion Item(s):

New Business:

1. (6:15 PM) Selection of Arts in Public Places representative from the Planning Commission

Dennis Washburn was appointed by Chair Fassberg as the Planning Commission representative to the Arts in Public Places Commission.

2. (6:25 PM) Review of Recommended Planning Commission Amendments to the City's Story Pole Procedures.

A presentation was made by Senior Planner, Michitsch.

Speakers: Norma Citron, Joe Chilco and John Suwara

Commissioner Washburn moved, seconded by Commissioner Harrison to change the color of flags or ribbons to orange and to make non-substantive grammatical changes to the policy document.

Motion: 4/1

3. (7:15 PM) Discussion of a Lakeside Overlay Zone to modify the development standards for uniquely configured, existing attached homes adjacent to the Calabasas Lake.

The Commission discussed the proposed development standards for the Lakeside Overlay. They were open to proposed standards. For Floor Area Ratio, they stated they needed more data to consider. The Commission also directed staff to study other areas of the City, as mentioned by Commissioner Harrison, to evaluate whether those other areas might be included in the proposed overlay. Staff will look into the other areas mentioned and bring this back to the Commission at a later date.

**Future Agenda Items and Reports:**

4. Director's Report.

Director Tamuri said that the Commission has been requested twice by the public to place banners with regard to the upcoming West Village public hearing. She said City Staff is limited by the Municipal Code to three forms of notification, which include: mailing of public notices within 500 feet of the boundaries of the project, placement of notices in the newspaper for local circulation, especially since a Community Development Forum is required for this project, and signage on the project site. The applicant and the public can elect to do additional noticing, if they choose to.

She highlighted upcoming reports/projects for both the City Council and Planning Commission, to include a legislative overview of new housing bills from the State. Director Tamuri will be discussing 8 legislative updates that are of significance to the City at the March 10<sup>th</sup> City Council meeting.

5. Reports from the Planning Commission.

Commissioner Washburn referenced his announcement from the beginning of the meeting regarding the link to the webinar by Earth Scientist Jim Laurie. He will send the link to the Community Development Director and to Communications Director Russo for distribution.

**Adjournment:**

At 8:38 PM, Chair Fassberg adjourned to the regular meeting of the Planning Commission on March 18, 2021 at 6:00 PM.



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF CALABASAS  
CALIFORNIA, HELD THURSDAY SEPTEMBER 10, 2020 at 6PM**

**Opening Matters:**

**Call to Order/Roll Call of the Commissioners**

Chair Washburn called the meeting to order at 6:00 PM in the City Council Chambers, Calabasas City Hall, 100 Civic Center Way, Calabasas, California.

Present: Chair Washburn, Vice-Chair Kraut; Commissioners Fassberg, Harrison, and Mueller.

Absent: Commissioner Sikand, excused

Staff: Assistant City Attorney Summers, Community Development Director Tamuri, Senior Planner Michitsch, Associate Planner Magaña, and Associate Planner Gilli.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Commissioner Fassberg

**Approval of Agenda**

Assistant City Attorney Summers suggested continuing Item No. 3, "Review of Recommended Planning Commission Amendments to the City's Story Pole Procedures", to the September 17, 2020 Planning Commission meeting to give the Commissioners an opportunity to review public comment letters on the item, received late in the day.

Commissioner Fassberg moved, seconded by Commissioner Kraut to approve the amended Planning Commission Agenda of September 10, 2020

**Announcements and Introductions:**

Chair Washburn highlighted the opening of the new interim dog park at Wild Walnut Park on Mulholland Highway.

Oral Communications – Public Comment;

Speaker: Priscilla Lee spoke about difficulty accessing Telephone/Video Conference Public Meetings using Zoom technology.

Consent Items:

1. Approval of Minutes:

Commissioner Kraut moved, seconded by Commissioner Harrison to approve the meeting minutes as amended.

Public Hearing Item(s):

2. **File No.: Site Plan Review (SPR) No. 2019-002 and Variance (VAR) No. 2019-002.** Request for a Site Plan Review and Variance to demolish an existing legal nonconforming 1,772 square-foot two-story single-family residence and construct a new 3,660 square-foot two-story single-family residence with an attached two-car garage. The project involves a request for variances to exceed the maximum permitted site coverage and encroach within both sides and rear yard setback requirements. The subject site is located at 4602 Park Mirasol (APN: 2068-007-019) within the Residential, Single-Family (RS) zoning district. This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3)(General Rule Exemption) and Section 15303 (New Construction or Conversion of Small Structures)(Class 3)(a) of the California CEQA Guidelines.

Associate Planner Magaña made a presentation to the Commission.

The Commission directed questions to Associate Planner Magaña.

Chair Washburn opened the public hearing at 6:40 pm.

Speakers: Mark Kanter, Property Owner and Janet Spinks, Applicant

Chair Washburn closed the public hearing at 7:18 pm.

Following the Commission's discussion, a motion was made by Commissioner Harrison and seconded by Commissioner Mueller to deny Resolution No. 2020-702.

Following additional discussion, and a new straw poll of the Commission which indicated that the Commission is not in favor of granting the rear yard setback variance, Commissioner Harrison and Commissioner Mueller withdrew their motion. The Commission verbally agreed that the project could be approved if the property owner would redesign the project to meet the rear-yard variance. Commissioner Harrison asked if the applicant could respond to the commission's suggestion to re-design the project to remove the rear yard projection. Because the property owner had to leave the meeting early and the applicant stated she could not answer on the property owner's behalf, Commissioner Harrison made a motion to continue the item to a date certain, Commissioner Mueller seconded.

The Commission further recommended that staff reach out to the property owner for an answer regarding the redesign of the single-family residence to meet the required rear-yard setback

Motion passed: 5/0

**Old Business Item(s):**

3. (7:00 PM) **(Continued to September 17, 2020)** Review of Recommended Planning Commission Amendments to the City's Story Pole Procedures

**Future Agenda Items and Reports:**

4. Director's Report.  
Director Tamuri updated the Commission on items scheduled for the next Planning Commission meeting, to include a new house on Dry Canyon Cold Creek, an overview of pervious surfaces policies and the continuance of the story pole policy item. She also praised Senior Planner Klein and Assistant Planner Rackerby's efforts and success in applying for grant opportunities for the City.
5. Reports from the Planning Commission.  
None

**Adjournment:**

At 8:06 PM, Chair Washburn adjourned to the regular meeting of the Planning Commission on September 17 at 6:00 PM, Council Chambers, City Hall, 100 Civic Center Way.



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF CALABASAS  
CALIFORNIA, HELD THURSDAY JUNE 18, 2020 at 6PM**

**Opening Matters:**

**Call to Order/Roll Call of the Commissioners**

Chair Washburn called the meeting to order at 6:00 PM in the City Council Chambers, Calabasas City Hall, 100 Civic Center Way, Calabasas, California.

Present: Chair Washburn, Vice-Chair Kraut; Commissioners Fassberg, Harrison, Sikand and Mueller.

Absent: None

Staff: Assistant City Attorney Summers, Community Development Director Tamuri, Senior Planner Michitsch, Senior Planner Klein, and Associate Planner Magana.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Mark Sikand

**Approval of Agenda**

Commissioner Kraut moved, seconded by Commissioner Fassberg to approve the Planning Commission Agenda of June 18, 2020

MOTION CARRIED: 5/0

**Announcements and Introductions**

Chair Washburn announced that the City has launched a new website.

**Oral Communications – Public Comment**

No comments were made by the public.

**Consent Items:**

1. (6:15 PM) Approval of Minutes: May 21, 2020

Commissioner Kraut clarified that his recusal from the project for item no. 3 was due to a financial affiliation with the applicant, but not with the project.

Commissioner Mueller moved, seconded by Commissioner Sikand, to approve the minutes with the change recommended by Commissioner Kraut.

Motion Carried: 5/0

**Old Business**

2. (Continued) Discussion on Amending the City's Story Pole Procedures

A presentation was made by Senior Planner Michitsch.

The commission directed questions to Senior Planner Michitsch

The following members of the public provided comments: Carl Ehrlich

Following their discussion, the Planning Commission requested that staff bring a redline version of the Story Pole Guidelines to the Commission at a future date for review.

**New Business**

3. Ridgeline Overview: Review of Existing Ridgeline Mapping

A presentation and Power Point presentation were made by Director Tamuri

The Commission directed questions to Director Tamuri.

The following members of the public spoke: Carl Ehrlich

Following their discussion, the Planning Commission received and filed the report. Director Tamuri advised that a follow up presentation will be provided at the July 9<sup>th</sup> special meeting.

**Future Agenda Items and Reports:**



5. Director's Report.
6. Reports from the Planning Commission.

**Adjournment:**

At 8:40 PM, Chair Washburn adjourned to the special meeting of the Planning Commission on July 9<sup>th</sup> 2020 at 6:00 PM, Council Chambers, City Hall, 100 Civic Center Way.