



CITY of CALABASAS  
**Architectural Review Panel**  
**Meeting Minutes**  
Friday, July 22, 2022  
2:30 P.M.

Meeting Conducted Via Video/Teleconference  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)

**IMPORTANT NOTICE REGARDING THE JULY 22, 2022 ARP MEETING**

Pursuant to Assembly Bill 361 and Government Code Section 54953, this meeting was conducted utilizing teleconferencing and electronic means.

**Opening Matters – 2:30 P.M.:**

- Call to Order: Acting Chair Will Shepphird called the meeting to order at 2:30 P.M.

Present: Acting Chair Shepphird, and panel members Moradi, Mugerdechian, and Dabach.

Absent: Panel member Kulkarni

Staff: Community Development Director Michael Klein and Associate Planner Ryan Carr

- General Discussion (none)

**Consent Item(s):**

1. Approval of Minutes: June 24, 2022

Panelist Mugerdechian made a motion to approve the June 24, 2022 minutes, second by Panel member Moradi. The Panel approved the motion 4 to 0.

**Review Item(s) – 2:45 P.M.**

2. **File No. SPR-2021-027 (Continued from 6/24/22):** Request for a Site Plan Review to construct a new 1,590 square foot two-story detached pool house located at

25384 Prado De La Felicidad (APN:2069-089-014) within the Residential, Single Family (RS) zoning district.

Submitted by: MLa Plan Check (Applicant)  
Planner: Ryan Carr, Associate Planner  
(818) 224-1709  
[rcarr@cityofcalabasas.com](mailto:rcarr@cityofcalabasas.com)

Associate Planner Carr provided the Panel with an overview of the project and site. The Architect, Michael Lancy, discussed the design with the Panel members, and answered questions by the Panelists. The Panel expressed concern about the two story building close to the edge of the property and violating any view standards from Las Virgenes Road. However, the Architect demonstrated that the rear of the property has a tall enough berm to screen the proposed structure from public view along Las Virenes Road. The Panel made the following suggestions for the architect to consider, but did not require any additional changes to be made to the design:

1. Consider reducing the height of the parapet to the lowest amount that can still screen rooftop equipment, and show a dash line for the equipment; and
2. Consider increasing the wall thickness on the south elevation to recess the windows and improve shadowing around the windows;

The Panel approved a motion (4-0) to recommend approval of the project to the Planning Commission, subject to the applicant providing a line of sight analysis from Las Virgenes Road in the final plans.

Acting Chair Shepphird adjourned the meeting at 4:15 P.M. to the Regular Meeting of the Architectural Review Panel on August 26, 2022, at 2:30 P.M.

Respectfully Submitted by:   
Michael Klein, Community Development Director

On October 28, 2022 these **Minutes** were APPROVED by an affirmative vote of the members present.

  
Will Shepphird, Acting Chair