



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY FEBRUARY 16, 2023 AT 6:00PM**

Opening Matters:

Call to Order/Roll Call of the Commissioners

Chair Harrison called the meeting to order at 6: 05 PM. The meeting was conducted virtually utilizing teleconferencing and electronic means.

Present Chair Harrison, Vice Chair Lia, Commissioners Washburn, Byrne and Mueller.

Absent: Commissioner Fassberg, Excused

Staff: Ephraim Margolin , Deputy City Attorney, Michael Klein, Director of Community Development, Tom Bartlett, City Planner, Jaclyn Rackerby, Associate Planner and Tatiana Holden, Deputy Public Works Director.

Pledge of Allegiance

The Pledge of Allegiance was led by Director Michael Klein.

Approval of Agenda

Commissioner Mueller moved, seconded by Commissioner Lia to approve the agenda of February 16, 2023.

Motion Carried: 5/0

Announcements and Introductions:

Commissioner Mueller announced that on February 11th, there was a ground breaking at the Prince of Peace Episcopal Church in Woodland Hills for the construction of a large food pantry and distribution center. The funding was provided by a significant grant from the State of California and generous private contributions. The food pantry is non-denominational and has been operating since the 1970's . During the pandemic, the food pantry was feeding 14,000 food insecure people per month. The construction process should take a year.

Chair Harrison announced that on Saturday, February 25th from 9am-3pm there will be a disaster preparedness fair at Pierce College.

Oral Communications – Public Comment:

None.

1. Consent Items:

Approval of meeting minutes: January 19, 2023.

Commissioner Washburn moved, seconded by Commissioner Mueller, to approve minutes of the January 19th Planning Commission, as amended with Commissioner changes.

Ayes: Chair Harrison, Commissioners Washburn, Mueller, Lia, and Byrne.

Noes: None

Absent: Commissioner Fassberg

Abstained: None

Public Hearing Item(s):

2. **File No. SPR-2022-010 (Continued from 1/19/23 meeting):** Request for a Site Plan Review for the construction of a 716 square-foot addition to the first floor, 554 square-foot addition to the second floor, 624 square-foot garage, and the conversion of an existing 892 square-foot garage space into habitable space at an existing two-story single-family residence located at 23939 Park Granada (APN: 2069-036-068) within the Residential, Single-Family (RS) zoning district. The project **is** exempt from environmental review in accordance with Section 15061 (b)(3)(General Rule Exemption) and Section 15301 (e)(1) (Existing Facilities) of the California CEQA Guidelines.

Associate Planner Rackerby made a presentation on the project via Power Point.

The Commissioners directed questions to Associate Planner Rackerby.

Chair Harrison opened the public hearing at 6:32 PM

Speakers: Marie Lundeen, Evelyn Lundeen, Rachel Bunch, and Randi Vilish.

Chair Harrison closed the public hearing at 6:43 PM.

After further discussion, it was suggested that the first sentence of Condition No. 19 of the resolution should be amended to read:

Any proposed project-related construction activity—including vehicular activity—in the public right-of-way or in the streets within the Westridge community and corresponding traffic control shall be provided such that individual driveways have safe sight distances for oncoming vehicles and vehicular access to other private properties is maintained at all times.

Commissioner Mueller motioned to approve File No SPR-2022-010, Resolution 2023-750 with amendments to condition 19 and Commissioner Washburn seconded the motion.

Ayes: Vice-chair Lia, Commissioners Mueller, Washburn and Byrne.

Noes: Chair Harrison

Absent: Commissioner Fassberg

Abstained: None

Future Agenda Items and Reports:

3. Directors Report.

Director Klein indicated that the March 2nd Planning Commission meeting will most likely be cancelled because there are no public hearing items for that date. Additionally, he spoke regarding future training opportunities for the Commissioners that could include presentations from the Las Virgenes

Municipal Water District on their Pure Water project, and training on drought tolerant planting, home hardening and fire safety. Furthermore, he highlighted that on February 23rd the City is sponsoring a Lawn to Drought Tolerant Public Forum. The forum will be held at Founders Hall from 6pm to 8pm.

4. Reports from Members of the Planning Commission.

Commissioner Washburn encouraged the Commissioners to visit the LVWMD and specifically tour the Pure Water project. The project has become a model for our area, the City of Los Angeles, the County and the State of California. He highlighted that topics such as water, energy, technology, land, atmosphere and habitat are all important and providing a forum would benefit not only the Commission but the community as well.

Commissioner Washburn moved to adjourn to the next regular Planning Commission meeting and Commissioner Mueller seconded the motion.

Motion Carried: 5/0

Adjournment:

At 7:40 PM Chair Harrison adjourned the meeting to the regularly scheduled meeting of March 2, 2023 at 6:00 PM.