



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY AUGUST 3, 2023 AT 6:00PM**

Opening Matters:

Call to Order/Roll Call of the Commissioners

Chair Harrison called the meeting to order at 6: 03 PM in the City Council Chambers, 100 Civic Center Way, Calabasas, CA.

Present: Chair Harrison, Commissioners Washburn and Fassberg.

Absent: Vice Chair Lia, Commissioner John Mueller

Staff: Ephraim Margolin, Deputy City Attorney; Tom Bartlett, City Planner; Jaclyn Rackerby, Planner; Glenn Michitsch, Senior Planner and Savina Johal, Assistant Planner.

Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Washburn.

Approval of Agenda

Commissioner Washburn moved, seconded by Commissioner Fassberg to approve the meeting agenda of August 3, 2023.

Ayes: Chair Harrison, Commissioners Fassberg and Washburn.

Noes: None

Absent: Vice-Chair Lia, Commissioner Muller

Abstained:

Motion Carried: 3/0

Announcements and Introductions: Commissioner Washburn announced a new federal program through the Veterans Administration (VA) and the Disabled Veteran Association to assist disabled veterans with medical insurance coverage, to include veterans from the Vietnam War. He advised veterans to check their mail for further information from the VA about the program.

Commissioner Washburn reminded everyone that the Concert by the Lake series of concerts is still ongoing, with concerts scheduled for August 6 and August 27th.

Oral Communications Public Comment:

For persons wishing to address the Planning Commission on matters applicable to the Commission but not on the agenda.

No one expressed a desire to speak.

Consent Items:

1. Adoption of Resolution 2023-756, regarding File No. SPR-2022-012, consistent with the Commission's direction on July 20, 2023.

Commissioner Washburn moved, seconded by Commissioner Fassberg, to approve Resolution 2023-756.

Ayes: Chair Harrison, Commissioners Fassberg and Washburn.

Noes: None

Absent: Vice-Chair Lia, Commissioner Muller

Abstained:

Motion Carried: 3/0

2. Approval of meeting minutes: July 20, 2023.

Commissioner Washburn moved, seconded by Commissioner Fassberg, to approve minutes of the July 20, 2023 Planning Commission meeting.

Ayes: Chair Harrison, Commissioners Fassberg and Washburn.

Noes: None

Absent: Vice Chair Lia, Commissioner Mueller

Abstained: None

Motion Carried: 3/0

Public Hearing Item(s):

3. **File No. ZCL-2023-059 and OTP-2023-008:** Request for a Zoning Clearance and Oak Tree Permit for backyard improvements within the protected zone of a heritage oak tree. Proposed improvements include demolition of existing pergola and installation of new pergola, as well as installation of fire pit and low seating wall, raised vegetable garden, new countertops and grill, and new landscaping located at 3901 Prado del Trigo (APN: 2069-092-019) within the Residential Single-Family (RS) zoning district.

Assistant Planner Johal made a presentation regarding the project utilizing a Power Point presentation.

At 6:25 PM Chair Harrison opened the public hearing.

Speakers: Jordan Crystal, Landscape Architect , Richard Campbell, Arborist, David Spiegel, Applicant

The Commission directed questions to Assistant Planner Johal.

Chair Harrison closed the public hearing at 6:37 PM.

Following further discussion, Commissioner Fassberg motioned for staff to return with a resolution of approval selecting Finding No. 2 of the Calabasas Municipal Code Section 17.32.010, and Commissioner Washburn seconded the motion.

Ayes: Chair Harrison, Commissioners Fassberg and Washburn.

Noes: None

Absent: Vice Chair Lia and Commissioner Mueller

Abstained: None

Motion Carried: 3/0

Future Agenda Items and Reports:

4. Report from the Director: City Planner Bartlett provided a brief overview of future items scheduled for the Planning Commission and announced that the August 17th meeting is being cancelled.

5. Reports from Members of the Planning Commission:
Commissioner Fassberg welcomed Assistant Planner Johal and wished her well on her future endeavors.

Adjournment:

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

Ayes: Chair Harrison, Commissioners Fassberg and Washburn.

Noes: None

Absent: Vice Chair Lia and Commissioner Mueller

Abstained: None

Motion Carried: 3/0

At 6:45 PM, Chair Harrison adjourned to the next regularly scheduled meeting of the Planning Commission.