



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY SEPTEMBER 7, 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, Vice Chair Lia, Commissioners Washburn, Mueller and Fassberg.

Absent: None

Staff: Ephraim Margolin, Deputy City Attorney; Michael Klein, Community Development Director; Jaclyn Rackerby, Planner.

Pledge of Allegiance

The Pledge of Allegiance was led by Ephraim Margolin, Deputy City Attorney

Approval of Agenda

Commissioner Fassberg moved, seconded by Commissioner Washburn to approve the meeting agenda of September 7, 2023.

Ayes: Chair Harrison, Vice Chair Lia, Commissioners Fassberg, Mueller and Washburn.

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

Announcements and Introductions:

None.

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.

Presentations:

1. A presentation on Adaptive Reuse by Roberto Vazquez, Project Director at Omgivning.

Mr. Vazquez, Project Director of Omgivning, an architectural and interior design firm, that specializes in adaptive reuse projects, made a presentation to the Planning Commission.

Adaptive reuse projects focus on taking existing underutilized properties or buildings and converting them to a new purpose, such as increasing the housing supply.

The Commissioners thanked Mr. Vazquez for his presentation.

The Planning Commission took a break prior to the public hearing item.

Consent Items:

2. Approval of meeting minutes: August 3, 2023

Commissioner Fassberg moved, seconded by Commissioner Washburn to approve minutes of the August 3, 2023 Planning Commission meeting, as revised to reflect the absences of Commissioners Mueller and Vice Chair Lia, were excused.

Ayes: Chair Harrison, Vice Chair Lia, Commissioners Fassberg, Washburn and Mueller

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

3. Adoption of Resolution 2023-753, approving File No. ZCL-2023-059, consistent with the Commission's direction on August 3, 2023.

Commissioner Fassberg moved, seconded by Commissioner Washburn, to approve Resolution 2023-753

Ayes: Chair Harrison, Commissioners Washburn, Fassberg and Mueller

Noes: None

Absent: None

Abstained: Vice Chair Lia

Motion Carried: 4/0

Public Hearing Item(s):

4. **File No. SPR No. 2022-013; SCP 2022-002; OTP 2023-009:** Request for a Site Plan Review, Scenic Corridor Permit, and Oak Tree Permit for encroachment into the protected zone of oak trees to construct a two-story, 1,512 square-foot addition at the rear of an existing two-story single-family residence located at 24325 Mulholland Hwy (APN: 4455-045-008) within the Hillside Mountainous (HM) zoning district and Scenic Corridor (-SC) overlay zone.

Planner Rackerby made a presentation regarding the project utilizing a Power Point presentation.

At 7:25 PM Chair Harrison opened the public hearing.

Speakers: Dina Elkinawy, Applicant; Jeff Troyer, Architect

The Commission directed questions to Planner Rackerby, Ms. Elkinawy and Mr. Troyer.

Chair Harrison closed the public hearing at 1:39 PM.

Following further discussion, Commissioner Fassberg motioned for staff to return with a resolution of approval for File No(s) SPR-2022-013, SCP-2022-

002, and OTP-2023-009, selecting Finding No. 2 as required for an Oak Tree Permit. Commissioner Washburn seconded the motion.

Ayes: Chair Harrison, Vice Chair Lia, Commissioners Mueller, Fassberg and Washburn.

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

Reports by the Director and Planning Commission:

5. Director's Report: Discussion of Planning Commission Resolutions.

Director Klein stated there is a public hearing item scheduled before the Planning Commission on September 21st. He also announced that one or two youth members of the Mayors Youth Council may be selected to be liaisons to the Planning Commission.

Additionally, he announced it is the last meeting with Deputy City Attorney Margolin. The Director thanked him for his work on the Commission and behind the scenes.

Director Klein discussed two paths the Commission could take in the process of resolution approval or denial.

The first path is to include in the staff report a resolution with staff analysis of the project and staff's recommendation for approval or denial.

The second path would include staff taking a more neutral stance and include an overview and analysis of the project in the staff report but not include a recommendation. Once a decision is reached, Commissioners would call for a resolution to be prepared by staff and brought to the next scheduled meeting for signature. It was discussed that a consequence of choosing the second path was that it entails an unnecessary delay to approval of projects.

After further discussion, Director Klein discussed that staff would take the Commissioners comments into account and evaluate a process that makes the most sense, moving forward.

6. Reports from Members of the Planning Commission

Commissioner Washburn announced on September 14th, the Senior Center will host an update from Elena and Igor Yasno, on their visit to Ukraine.

Commissioner Mueller suggested that the Commission adjourn in honor of Deputy City Attorney, Ephraim Margolin to thank him for his work on behalf of the City.

Adjournment:

Commissioner Mueller moved to adjourn and Vice Chair Lia seconded the motion.

Ayes: Chair Harrison, Vice Chair Lia, Commissioners Washburn, Mueller and Fassberg

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

At 8:09 PM, Chair Harrison adjourned in honor of Ephraim Margolin, Deputy City Attorney, to the next regularly scheduled meeting of the Planning Commission on September 21, 2023.