



CITY of CALABASAS  
**Architectural Review Panel**

**MINUTES OF A SPECIAL MEETING OF THE ARCHITECTURAL REVIEW PANEL OF  
THE CITY OF CALABASAS, CALIFORNIA HELD JUNE 23, 2023.**

**Opening Matters – 2:30 PM;**

Chair Shepphird called the meeting to order at 2:35PM.

Present: Chair Shepphird, Panelist Dabach and Moradi

Absent: Panelists Mugrdedhian-Amen and Kulkarni

Staff: City Planner Bartlett, Senior Planner Michitsch, Associate Planner Georgeff, and Consulting Planner Groves

**General Discussion**

Senior Planner Michitsch introduced Consulting Planner Groves to the Panel.

Public Comment: Joe Chilco

**Consent Items:**

1. Approval of Minutes: May 12, 2023.

Chair Shipphird made a motion to continue approval of minutes for May 12, 2023 and May 26, 2023 to the next ARP meeting, seconded by Panelist Dabach.

Ayes: Panel members Shepphird, Dabach and Moradi

Noes: None

Absent: Mugrdechian-Armen, and Kulkarni

Abstained:

Motion Carried: 3 / 0

**Discussion Item(s)**

2. Discussion of exterior paint colors for the Calabasas Community Center

Community Services Department Director Erica Green presented the item to the Panel.

The Panel made a unanimous recommendation to:

- Make sure to prepare both the concrete block and metal elements such as downspouts properly to accept the paint; and
- Lighten the hue of the darker base and downspout color to reduce the contrast

**Review Item(s):**

3. **File No. SPR-2023-005, CUP-2023-003, -004, and -005, SCP-2023-003, and TTM-**

**2023-002.** Applications for a Site Plan Review, Tentative Tract Map, (3) Conditional Use Permits, and a Scenic Corridor Permit for a proposal to improve a portion of The Commons at Calabasas (“The Commons”), located at 4799 Commons Way (APN: 2068-003-021) within the Commercial Mixed-Use Zoning District, Scenic Corridor Overlay Zone and Affordable Housing Overlay with the construction of two, new mixed-use buildings. The project’s new mixed-use buildings (referred to on the plans as Buildings A and B) contain 210,921 square feet of total new floor area with up to 119 residential units, including 12 affordable units, and up to 24,163 square feet of neighborhood-serving commercial uses. To accommodate the Project, the existing theater building (approximately 33,091 square feet) will be demolished, along with a portion of the existing surface parking lot and associated landscaping.

Submitted by: The Commons of Calabasas, LLC  
Planner: Glenn Michitsch, Senior Planner  
(818) 224-1707  
[gmichitsch@cityofcalabasas.com](mailto:gmichitsch@cityofcalabasas.com)

Senior Planner Michitsch presented the project to the Panel. The applicants, Chris Robertson and Dave Williams further described the project to the Panel. The Panel directed questions to and dialogued with the applicants Chris Robertson and Dave Williams.

The Panel made the following comments, suggestions and recommendations to the applicants:

- *The Panel acknowledged that the Commons is the heart of the City, and views the project site as an opportunity to provide amenities to the public in the form of public gathering spaces, and as such, recommends that the project seek to maximize provision of public open spaces to maintain a town square feel.*
- *The Panel expressed confidence in Caruso's ability to design and implement projects well.*
- *Panel members expressed a concern that the "main street" area between buildings A and B may be too congested with both pedestrians and cars, and suggested the applicant explore closing off the proposed "main street" to cars.*
- *The Panel likes the design of Building B with lower buildings that are spread out with green space and walkways in between.*
- *The Panel generally shared a concern that Building A was too large and out of character with surrounding buildings, and suggested the applicant explore reducing some of the mass of that Building A and spreading out the lost area around the project site more, similar to the way Building B was designed.*
- *The Panel commented that the colors and materials represented two distinct languages, Umbrian for Building B, and "Modern Starship" feel for the larger Building A, but had no concerns with colors or materials.*
- *The Panel suggested providing 3-dimensional renderings or use of a physical model to better demonstrate scale, massing and façade articulation for review purposes.*

Panelist Dabach made a motion to continue the item to a future ARP meeting in order to let the architect address the Panel's comments. Panel member Moradi seconded the motion.

Ayes: Chair Shepphird, Panelists Dabach and Moradi

Noes:

Absent: Panelists Mugrdedhian-Amen and Kulkarni

Abstained:

Motion Carried: 3 / 0

Public Comments: Daniel Rastein, Rick Young, Amanda Weiss, Randi Feilich, Patti Mardell, and Norma Citron.

At 4:28PM Chair Shepphird adjourned to the next Regular Meeting of the Architectural Review Panel on July 28, 2023 at 2:30 P.M., City Hall, Council Chambers, 100 Civic Center Way.

Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any Architectural Review Panel decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

A copy of the Architectural Review Panel agenda packet, staff reports and supporting documents and any materials related to an item on this Agenda submitted to the Architectural Review Panel after distribution of the agenda packet are available for review by the public in the Community Development Department located at Calabasas City Hall, 100 Civic Center Way. City Hall office hours are 7:30 a.m. to 5:30 p.m., Monday through Thursday and 7:30 a.m. - 2:00 p.m. every Friday. If you have any questions regarding a particular project please contact the project planner.



CITY of CALABASAS  
**Architectural Review Panel**

**MINUTES OF A SPECIAL MEETING OF THE ARCHITECTURAL REVIEW PANEL OF  
THE CITY OF CALABASAS, CALIFORNIA HELD JULY 28, 2023.**

**Opening Matters – 2:30 PM;**

Chair Shepphird called the meeting to order at 2:33PM.

Present: Chair Shepphird (until 4:15pm), Panelist Dabach (arrived @3:41PM),  
Mugrdedhian-Amen and Moradi

Absent: Panelist Kulkarni

Staff: Senior Planner Michitsch, Planner Rackerby, and Consulting Planner  
Groves

**General Discussion**

NONE

Public Comment: Joe Detuno, Randi Feilish, and Joe Chilco

**Consent Items:**

1. Approval of Minutes: May 12, 2023.

Mugrdedhian-Amen made a motion to approve the minutes for May 12, 2023 and  
May 26, 2023, seconded by Panelist Moradi.

Ayes: Panel members Shepphird, Dabach Mugrdechian-Armen, and Moradi

Noes: None

Absent: Kulkarni, Dabach

Abstained:

Motion Carried: 3 / 0

**Review Item(s):**

**2. File No. SPR-2023-005, CUP-2023-003, -004, and -005, SCP-2023-003, and TTM-**

**2023-002.** Applications for a Site Plan Review, Tentative Tract Map, (3) Conditional Use Permits, and a Scenic Corridor Permit for a proposal to improve a portion of The Commons at Calabasas ("The Commons"), located at 4799 Commons Way (APN: 2068-003-021) within the Commercial Mixed-Use Zoning District, Scenic Corridor Overlay Zone and Affordable Housing Overlay with the construction of two, new mixed-use buildings. The project's new mixed-use buildings (referred to on the plans as Buildings A and B) contain 210,921 square feet of total new floor area with up to 119 residential units, including 12 affordable units, and up to 24,163 square feet of neighborhood-serving commercial uses. To accommodate the Project, the existing theater building (approximately 33,091 square feet) will be demolished, along with a portion of the existing surface parking lot and associated landscaping.

Submitted by:  
Planner:

The Commons of Calabasas, LLC  
Glenn Michitsch, Senior Planner  
(818) 224-1707  
[gmichitsch@cityofcalabasas.com](mailto:gmichitsch@cityofcalabasas.com)

Senior Planner Michitsch presented the project to the Panel. The applicant, Chris Robertson and Dave Williams further described additional information provided, and responses to the Panel comments and questions conveyed at the June 23, 2023 ARP meeting. The Panel directed questions to the applicants Chris Robertson and Dave Williams.

Panel Recommendation: The Panel made the following recommendations:

- Create an engaging pedestrian atmosphere on all sides of buildings and good connectivity between open spaces
- Create a better connection of visual character, materials, and building massing between existing and proposed development
- Soften or reduce the massing of Building A in the area near the Civic Center

Panelist Dabach made a motion to move the project forward to the Planning Commission with the above recommendations. Chair Shepphird seconded the motion.

Ayes: Panel members Shepphird, Dabach, Mugrdechian-Armen, and Moradi  
Noes: None  
Absent: Kulkarni  
Abstained:

Motion Carried: 4 / 0

3. **File No. File No.SPR-2023-004; OTP-2023-006; LLA-2023-001; SCP-2023-002.** A Request for a Site Plan Review, Oak Tree Permit, Lot Line Adjustment, and Scenic Corridor Permit for construction of a new retail automobile dealership for Kia on a vacant parcel previously occupied by Sperling Nursery, located at 24460 Calabasas Rd (APN: 2069-009-008 & APN: 2069-009-020), within the Commercial Limited zoning district, Commercial Auto Retailer (CAR) overlay zone, and Scenic Corridor (SC) overlay zone. The proposal includes construction of a two-story dealership of approximately 47,944 square feet and an associated 2,117 square-foot car wash.

Submitted by: Hello Auto Group  
Planner: Jaclyn Rackerby, Planner  
(818-224-1705  
[jrackerby@cityofcalabasas.com](mailto:jrackerby@cityofcalabasas.com)

Planner Rackerby presented the project to the Panel. The applicant team comprised of Dustin Woomer, Bob Bombardier (Landscape Architect), and Patrick Wirz (Project Architect) further described the project to and answered questions of the Panel.

Public Comment: None

Panel Recommendation: Panel made the following friendly suggestions:

- Consider using a black colored banding on the fascia beneath the showroom floor and wrapping it around the building similar to that which is beneath the parapet; and
- Consider use of quality materials or smooth trowel finish on retaining walls along the sidewalk area.

Panelist Dabach made a motion to recommend approval of the design to the Planning Commission, and for the applicant to consider the above friendly suggestions. Panel member Moradi seconded the motion.

Ayes: Panel members Dabach, Mugerdechian-Armen, and Moradi

Noes: None

Absent: Kulkarni and Shepphird (left the meeting at 4:15pm)

Abstained:

Motion Carried: 3 / 0

At 4:51 PM, Panelist Mugerdechian-Armen adjourned to the next Regular Meeting of the Architectural Review Panel on August 25, 2023 at 2:30 P.M., City Hall, Council Chambers, 100 Civic Center Way.

Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any Architectural Review Panel decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

A copy of the Architectural Review Panel agenda packet, staff reports and supporting documents and any materials related to an item on this Agenda submitted to the Architectural Review Panel after distribution of the agenda packet are available for review by the public in the Community Development Department located at Calabasas City Hall, 100 Civic Center Way. City Hall office hours are 7:30 a.m. to 5:30 p.m., Monday through Thursday and 7:30 a.m. - 2:00 p.m. every Friday. If you have any questions regarding a particular project please contact the project planner.