



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
JANUARY 4, 2024

TO: Members of the Planning Commission

FROM: Michael Klein, AICP, Community Development Director
Tom Bartlett, AICP, City Planner

SUBJECT: Appointment of Architectural Review Panel members

RECOMMENDATION: That the Planning Commission confirm the appointment of members to serve on the Architectural Review Panel, and determine the regular and alternate members of the Panel.

STAFF RECOMMENDATION:

That the Planning Commission consider re-appoint of the existing members to serve another two-year term on the Architectural Review Panel (ARP), and determine the regular and alternate members of the Panel.

REVIEW AUTHORITY:

The Planning Commission shall make ARP appointments because of its responsibility to nominate and appoint the members, as provided for under Section 2.40 of the CMC, Architectural Review Panel.

BACKGROUND:

The term limit for the current members of the ARP expired on October 30, 2023. Because the term limit for the current five members has expired, it is now the appropriate time to confirm appointments of the ARP, and determine who will serve as a regular and alternate member. A copy of the duties and responsibilities of the ARP is provided as Exhibit A. The ARP currently consists of one architect/engineer, one developer and three architects.

The City Clerk advertised and accepted applications to serve on the ARP from August 22, 2023 to October 16, 2023. The Clerk received applications from each existing member for re-appointment to serve another two years on the Panel. There was one new application that was submitted; however, the applicant did not meet the minimum qualifications of either living in or near the City, or conducting business within the City. A copy of each

qualified application is provided as Exhibit B. The current members are as follows:

Will Shepphird, AIA, Chair
Camille Mugardechian-Armen, AIA, Vice-Chair
Supriya Kulkarni
Sheida Moradi Owrang – Alternate
Alan Dabach - Alternate

ATTACHMENTS:

Exhibit A: CMC 2.40 Architectural Review Panel
Exhibit B: Applications for re-appointment