



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY DECEMBER 7, 2023 AT 6:00PM**

Opening Matters:

Call to Order/Roll Call of the Commissioners

Chair Harrison called the meeting to order at 6:00 PM in the City Council Chambers, 100 Civic Center Way, Calabasas, CA.

Present: Chair Harrison, Commissioners Washburn, Mueller and Fassberg.

Absent: Vice Chair Lia, excused

Staff: Tom Bartlett, City Planner, Glenn Michitsch, Senior Planner; Matthew Summers, City Attorney; Jaclyn Rackerby, Planner, Angela Georgeff, Associate Planner; Tatiana Holden, Deputy Public Works Director.

Mayor's Youth Council Liaisons: Madeline Strauss

Pledge of Allegiance

The Pledge of Allegiance was led by City Attorney Summers.

Approval of Agenda

Commissioner Fassberg moved, to approve the meeting agenda of December 7, 2023; Commissioner Washburn, seconded.

Ayes: Chair Harrison, Commissioners Fassberg, Mueller and Washburn

Noes: None

Absent: Vice Chair Lia

Abstained: None

Motion Carried: 4/0

Announcements and Introductions:

Chair Harrison wished everyone a Happy Hanukkah and announced there will be a community Menorah Lighting at the Commons on Tuesday, December 12th at 6:30 PM.

Further, he announced that John Suwara, one of the Calabasas Citizens of the Year in 2021, had passed away. Mr. Suwara was the founder of the Calabasas Coalition and was very active in the community. Chair Harrison requested that the meeting be adjourned in his honor.

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 on items not on the agenda.

Consent Items:

1. Approval of meeting minutes: November 16, 2023

Commissioner Washburn moved, seconded by Commissioner Fassberg, to approve the November 16, 2023 Planning Commission minutes.

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

Noes: None

Absent: Vice Chair Lia

Abstained: None

Motion Carried: 4/0

2. Adoption of Resolution 2023-782, approving File No. SPR-2020-002; consistent with the Commission's direction on November 2, 2023.

Chair Harrison pulled Resolution 2023-782, from Consent for further discussion.

City Planner Bartlett highlighted for the Commissioners revisions to Resolution No. 2023-782.

Speakers: Geoffrey Sheldon, Applicant and Architect; Norman Dornfest, Representative of the Property Owner.

The Commission directed questions to Mr. Sheldon and Mr. Dornfest

Following further discussion, Commissioner Mueller moved, seconded by Commissioner Washburn to approve Resolution 2023-782, as revised by the Commission, to include:

Add to the resolution a new condition which states:

The Applicant shall have a waterproofing plan prepared by a licensed contractor with waterproofing expertise, and such waterproofing plan shall be submitted to the City Engineer for approval before issuance of any grading or building permits; and, Applicant shall implement the waterproofing plan as approved to the satisfaction of the City Engineer.

Additionally, the Commission directed that all legal issues regarding ownership be resolved and also any issues with regard to offsite grading.

Ayes: Chair Harrison, Commissioners Washburn, Mueller and Fassberg

Noes: None

Absent: Vice Chair Lia

Abstained: None

Motion Carried: 4/0

Public Hearing Item(s):

3. **File No. 2023-008:** Request for a Site Plan Review to construct a 945 square-foot addition to an existing two-story single-family residence located at 4051 Magna Carta Rd (APN: 2079-013-014) within the Residential Single-Family (RS) zoning district.

Planner Rackerby presented the staff report and Power Point presentation for the project.

The Commission asked questions of Staff.

The public hearing was not opened because there were no speakers.

Following further discussion by the Commission, Commissioner Fassberg moved to direct Staff to prepare a resolution of approval for File No. SPR-2023-008, seconded by Commissioner Washburn.

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

Noes: None

Absent: Vice Chair Lia

Abstained: None

Motion Carried: 4/0

4. **File No VAR-2023-003:** Request for a Variance to allow for an addition to the side of the residence (west side) for a 297 sq. ft. addition to an existing single-family residence. The existing two- story residence is 2,440 sq. ft. and is currently non-conforming to the 10 ft. side setback allowance to the west side property line. The request is to allow for a 7 ft. side setback e to expand the first level kitchen.

Planning Commission Break: 7:25 -7:35 PM.

Associate Planner Georgeff present the staff report and Power Point presentation for the project.

The Commission asked questions of Staff.

Chair Harrison opened the public hearing at 7:47 PM.

Speakers: Kristina Kropp, Applicant's Attorney ; James Mee, Applicant; Norm Goodkin, and Laura Smith.

Chair Harrison closed the public hearing at 8:07 PM.

Following further discussion by the Commission and questions asked of City Attorney Summers, Commissioner Washburn moved to direct staff to prepare a resolution of approval for File No.-VAR 2023-003; ZCL-2023-083, seconded by Commissioner Fassberg.

Ayes: Chair Harrison, Commissioners Washburn, Mueller and Fassberg

Noes: None

Absent: Vice Chair Lia
Abstained: None
Motion Carried: 4/0

Reports by the Director and Planning Commission:

5. Director's Report:

City Planner Bartlett announced there is a project scheduled to be brought to the Commission at the December 21st regular meeting.

6. Reports from Members of the Planning Commission:

Due to the holidays, several of the Commissioners indicated that they would not be able to attend the December 21st Planning Commission Meeting.

Adjournment:

At 8: 22 PM, Chair Harrison adjourned in memory of John Suwara, to the next regularly scheduled meeting of the Planning Commission on December 21 , 2023.

These minutes reflect the actions taken by the Planning Commission at its meeting of December 7, 2023.

For more information, go to the City of Calabasas to view the meeting in its entirety:

https://calabasas.granicus.com/MediaPlayer.php?view_id=4&clip_id=7621