



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF CALABASAS  
CALIFORNIA, HELD THURSDAY JANUARY 4, 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 Founders Hall , 200 Civic Center Way, Calabasas, CA.

Present: Chair Harrison, Vice Chair Lia, Commissioners Washburn, and Mueller.

Absent: Commissioner Fassberg, excused  
Commissioner Pine

Staff: Tom Bartlett, City Planner, Vernetra Gavin, Assistant City Attorney;  
Jaclyn Rackerby, Planner, Angela Georgeff, Associate Planner.

Mayor's Youth Council Liaisons: Madeline Strauss and Noah Weintraub

**Pledge of Allegiance**

The Pledge of Allegiance was led by City Planner Bartlett.

**Approval of Agenda**

Vice-Chair Lia moved, to approve the meeting agenda of January 4, 2024;  
Commissioner Washburn, seconded the motion.

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

Noes: None

Absent: Commissioners Fassberg and Pine

Abstained: None

Motion Carried: 4/0

## Announcements and Introductions:

Commissioner Washburn wished everyone a Happy 2024.

## **Oral Communications Public Comment:**

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

Speaker: Pamela Evans

## **New Business:**

### 1. Reappointment of Architectural Review Panelists.

City Planner Bartlett, made brief opening remarks regarding the Architectural Review Panel (ARP) appointment process and qualifications for appointment to the ARP. He also stated that the candidates for appointment include all five current ARP members.

The Commissioners asked questions of City Planner Bartlett.

Speakers: Sheida Moradi, ARP panelist; Will Shepphird, ARP Chair; Camille Mugrdechian-Armen, ARP Vice Chair; Alan Dabach, ARP panelist; and Supriya Kulkarni, ARP panelist.

Individual members of the ARP made general comments regarding their posture, authority, and procedural effectiveness. A copy of the recording may be accessed here for further details of the discussion: [https://calabasas.granicus.com/MediaPlayer.php?view\\_id=4&clip\\_id=7631](https://calabasas.granicus.com/MediaPlayer.php?view_id=4&clip_id=7631).

Following further discussion between the ARP members and the Planning Commission, Commissioner Mueller moved, seconded by Commissioner Washburn, to reappoint all the ARP panelists to another two-year term.

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

Noes: None

Absent: Commissioners Fassberg and Pine

Abstained: None

Motion Carried: 4/0

**Consent Items:**

2. Approval of meeting minutes: December 7, 2023
3. Adoption of Resolution 2023-783, approving File No. SPR-2023-008, consistent with Planning Commission direction on December 7, 2023.
4. Adoption of Resolution 2023-784, approving File No. VAR-2023-003, consistent with Planning Commission direction on December 7, 2023.

Vice Chair Lia moved, seconded by Chair Harrison, to approve Consent items 2, 3, and 4.

Ayes: Chair Harrison, Vice Chair Lia, Commissioners Washburn, and Mueller  
Noes: None  
Absent: Commissioners Fassberg and Pine  
Abstained: None  
Motion Carried: 4/0

**Public Hearing Item(s):**

5. **File No. SPR-2022-008:** Request for a Site Plan Review to construct additions totaling 1,135 square feet to the first and second floors of an existing two-story single-family residence located at 26002 Philrich Cir. (APN: 2052-018-038) 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.

There were no speakers for the public hearing.

Following further discussion, the Commission requested a condition be added to the Resolution which states:

“The railing on the proposed glass balconies at the front and rear of the residence shall be a color that is consistent and compatible with the residences’ colors and materials.”

Chair Harrison moved to direct Staff to prepare a resolution of approval for File No. SPR-2022-008, seconded by Vice Chair Lia.

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

Noes: None

Absent: Commissioners Fassberg and Pine

Abstained: None

Motion Carried: 4/0

### **Reports by the Director and Planning Commission:**

#### 6. Director’s Report:

City Planner Bartlett highlighted that at the next Planning Commission meeting on January 18<sup>th</sup>, a new Single-Family Residence project will be presented to the Commission.

Additionally, he introduced the new Assistant City Attorney, Vernetra Gavin to the Commission.

Lastly, he announced that Associate Planner Angela Georgeff, has accepted a job at the City of Thousand Oaks and her last day of service to Calabasas is Friday, January 5<sup>th</sup>.

#### 7. Reports from Members of the Planning Commission:

None

### **Adjournment:**

At 7:14 PM, Chair Harrison adjourned to the next regularly scheduled meeting of the Planning Commission on January 18, 2024.

*These minutes reflect the actions taken by the Planning Commission at its meeting of January 4, 2024.*

*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=7631](https://calabasas.granicus.com/MediaPlayer.php?view_id=4&clip_id=7631)