



CITY of CALABASAS

**Architectural Review Panel Agenda – Meeting Minutes**

Friday, December 8, 2023 at 2:30 PM

100 Civic Center Way

Calabasas, CA 91302

[www.cityofcalabasas.com](http://www.cityofcalabasas.com)

**IMPORTANT NOTICE REGARDING THE DECEMBER 8, 2023 ARP MEETING:**

The starting times listed for each agenda item should be considered a guideline only. The Architectural Review Panel reserves the right to alter the order of discussion in order to run an effective meeting. If you wish to assure yourself of hearing a particular discussion, please attend the entire meeting. Any written materials submitted to the Architectural Review Panel are public record under the California Public Records Act, unless otherwise prevented under federal law.

**Opening Matters:**

- Call to Order: Chair Shepphird called the meeting to order at 2:33 PM. Present were Chair Shepphird, Panel members Moradi, Kulkarni and Dabach. Absent(excised) Vice Chair Mugrdechican-Armen. Staff present City Planner Bartlett and Associate Planner Georgeff.
- Announcements and Introductions: None

**Oral Communication – Public Comment:**

None

**Consent Items:**

1. Approval of the Minutes: October 27, 2023

Panelist Dabach moved, seconded by Panelist Kulkarni for approval. The minutes were approved 4-0.

**Review Item(s):**

2. **File No(s): File No(s): SPR 2023-010 (Continued from 10/27/23):** Request for a Site Plan Review to construct a new 4,951 square-foot two-story single-family

residence with associated improvements including attached garage, roof deck, retaining walls, and swimming pool located at 22534 Calipatria Dr (APN: 2080-010-012) within the Residential Single-Family (RS) zoning district.

Associate Planner Georgeff provided an overview of the project. The owner Mahmoud Mori and the applicant, Farzin Maly presented the amended design.

The Panel was pleased with the re-design; although, the Panel recommended using a rough trowel to score the grey colored stucco, and to consider applying that treatment to a section of the south-facing wall.

Recommended to move forward to the Planning Commission. 4/0

3. **File No(s):SPR-2023-011:** Request for a Site Plan Review additions totaling 1,310.5 square feet to the rear of an existing two-story single-family residence located at 4005 Declaration Ave within the Residential Single-Family (RS) zoning district.

Associate Planner Georgeff provided an overview of the project. The architect, Melania Gourehzar and the engineer, Ted Gourehzar presented the project to the Panel.

Suggestions from the Panel include:

- Uniform roof slope
- Articulation of the new addition walls is needed, especially the side elevations.
- Recommends new, uniform roof tiles for entire roof (they will be lighter and stronger and will match).

Staff pointed out a possible conflict with zoning standards applicable to extensions of non-conforming spaces and exterior walls.

The Panel continued the project to the next regularly scheduled ARP meeting.

At 3:13 PM Chair Shepphird adjourned to the next regular meeting of the Architectural Review Panel.

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 Meeting Minutes**

Friday, January 26, 2024 at 2:30 PM

100 Civic Center Way

Calabasas, CA 91302

[www.cityofcalabasas.com](http://www.cityofcalabasas.com)

**Opening Matters:**

- Call to Order: Chair Shepphird called the meeting to order at 2:34 PM. Present were Chair Shepphird, Panel member Moradi and Vice Chair Mugerdechian-Armen. Absent (excused) Panel members Kulkarni and Dabach. Staff present Planner Rackerby and Planning Assistant Zadikov.
  
- Announcements and Introductions: None

**Oral Communication – Public Comment:**

None.

**Consent Items:**

1. Approval of the Minutes: December 8, 2023

Chair Shepphird moved for approval of the December 8<sup>th</sup> minutes which were approved by a 3-0 vote.

**Review Item(s):**

2. **File No(s) SPR-2023-011 (Continued from 12/8/2023):** Request for a Site Plan Review additions totaling 1,235.5 square feet to the rear of an existing two-story single-family residence located at 4005 Declaration Ave within the Residential Single-Family (RS) zoning district.

Planner Rackerby provided an overview of the project. Additional information on the project was provided by Melania Gourechzar, architect on the project, Ted Gourechzar, engineer on the project, and Yaser Darvazi, the homeowner.

Following further discussion, The Panel recommended approval of the project to the Planning Commission with considerations to include:

1. Window treatments such as foam to match the windows
2. Add details to create an articulation between floors
3. Articulation on eaves to create visual depth.

Chair Shepphird moved for a motion which was approved by a 3-0 vote.

3. **File No SPR-2023-016:** Request for a Site Plan Review for the construction of a 2,258 sq. ft. three-story single-family dwelling with an attached garage on a vacant parcel (APN 2072-014-005) located in the Rural Community (RC) zoning district and Calabasas Highlands (CH) overlay zone.

Chair Shepphird stepped down as a panelist, as he was the architect and designer of the project.

Vice Chair Mugerdechian-Armen, served as acting Chair on the project.

Planner Rackerby provided a brief overview of the project. Mr. Shepphird, as the project architect, provided an additional overview with more detail.

The Panel made the following suggestions:

1. Preserve the oak trees on the property
2. Combine indoor/outdoor stairs
3. Move trash enclosure near utilities

Acting Chair Mugerdechian-Armen moved for approval of the project as proposed. The motion was approved by a 2-0 vote.

At 3:44 PM, Acting Chair Mugerdechian-Armen, adjourned to the Regular Meeting of the Architectural Review Panel on February 23, 2024 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.

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