



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
NOVEMBER 7, 2024

TO: Members of the Planning Commission

FROM: Jaclyn Rackerby, Planner

FILE NO(s): SPR-2024-003

PROPOSAL: Request for a Site Plan Review to construct a 1,655 square-foot two-story addition to the rear of an existing one-story single-family residence located at 4271 Towhee Dr (APN: 2079-009-019) within the Residential Single-Family (RS) zoning district.

APPLICANT: Mohammad Davarfara

RECOMMENDATION: That the Commission direct Staff to prepare a resolution for approval, or a resolution for denial, of File No. SPR-2024-003.

REVIEW AUTHORITY:

The Planning Commission is reviewing this project because Section 17.62.020 of the Calabasas Municipal Code (CMC) stipulates that construction of a residential addition greater than 1,200 square feet requires approval of a Site Plan Review, subject to review by the Commission.

BACKGROUND:

On March 19, 2024, an application was submitted on behalf of the property owner(s) to construct a 1,655 square-foot two-story addition at the rear of an existing one-story single-family residence located at 4271 Towhee Dr, within the Residential Single-Family (RS) zoning district.

The project was reviewed by the City's Development Review Committee (DRC) on

April 2, 2024, and the DRC members had no major comments. Additionally, the project was reviewed by the City's Architectural Review Panel (ARP) on August 23, 2024 and September 27, 2024, in accordance with Section 2.40.040 of the CMC. At the second meeting of the ARP, The Panel recommended to the Planning Commission approval of the project, with suggested revisions that the applicant has subsequently amended the plans to incorporate. On October 24, 2024, the application was deemed complete by Staff.

STAFF ANALYSIS:

- A. Existing Site/Building Layout:** The existing site is a 13,200 square-foot (0.31 acre) property located at 4271 Towhee Dr, within the Residential Single-Family (RS) zoning district. The developed portion of the site is primarily flat, with a steep slope from the back patio down to the rear property line. The site is improved with an existing one-story 2,332 square-foot single-family residence, as well as an associated garage, driveway, landscape, hardscape, and backyard features such as a trellis, firepit, and jacuzzi. The surrounding residences range in size from 2,125 square feet to 3,408 square feet (not including garages).

The applicant proposes to construct an addition of 1,655 square feet in total; 875 square feet to the first floor, and 780 square feet to the second floor. The bulk of the addition is located at the rear of the existing residence, aside from a 100 square-foot portion of the addition under the existing roofline at the front entryway. The project also involves removal of the existing trellis, fire pit, jacuzzi, and pond within the backyard to accommodate the new two-story addition. The existing residence is considered legal nonconforming in regards to side setbacks, due to the fact that it was constructed in 1968 prior to the City's incorporation in 1991, and therefore has a 6'10" south side setback and a 4'7" north side setback. However, the proposed area of addition will comply with the City's required side setbacks of 10' minimum, and is set back 79' from the rear property line. With the proposed additions, the size of the residence will be 3,987 square feet. The site coverage will be 27.4%, and the proposed pervious surface percentage will be 52.4% (See Technical Appendix).

- B. Architecture/Building Design:** The residences in the vicinity of the subject site are tract homes that were originally constructed nearly 60 years ago, and many have been enlarged or otherwise modified during that time period. Accordingly, architectural styles, colors, and materials vary substantially. The existing residence has a white stucco exterior, shingle siding, dark brown trim, and Spanish tile roof. The proposed addition will maintain the same stucco color and

trim color as the existing residence; however, based in part on feedback from the Architectural Review Panel, the roof of the addition is proposed to be a flat parapet roof (see roof plan on sheet A07 of Exhibit A). The Architectural Review Panel reviewed the proposed project on August 23, 2024, and on September 27, 2024.

At the first meeting, the ARP recommended that the applicant should consider drainage where the existing roofline meets the addition; address blank side walls at areas of addition; consider building code compliance for window sill heights; and to consider a Dutch gabled roof for the area of addition, to tie the addition in to the architecture of the existing residence. As part of the discussion at the meeting, but not part of the Panel's formal recommendation, Panel members also commented that the addition should – preferably – either conform to the architecture of the existing residence or be designed as an architecturally separate feature, such as with a flat roof.

The applicant subsequently revised the plans to address the ARP's recommendations, choosing to opt for a flat roof at the area of addition. At the second meeting, the ARP recommended approval of the project as proposed, with a suggestion that the applicant consider adding clerestory windows to the side of the existing residence to introduce more light into the interior of the space, since the space would be expanded by the new addition. The applicant subsequently revised the plans to include a window along the side elevation, in response to the ARP's suggestion.

- C. Landscaping: The existing and proposed landscaping is depicted on the existing and proposed site plans, Sheet A05 of the plans attached as Exhibit A. The site is already developed with an existing single-family residence and associated landscaping, and the addition is located at the rear of the house, in an area of the site that is primarily already hardscaped; no change to the existing landscaping is proposed as part of the project.

REQUIRED FINDINGS:

The findings for a Site Plan Review, of which the Planning Commission would have to make for a project approval, are stated in Section 17.62.020 of the Calabasas Municipal Code as follows:

1. The proposed project complies with all applicable provisions of this development code;

2. The proposed project is consistent with the general plan, any applicable specific plan, and any special design theme adopted by the city for the site and vicinity;
3. The approval of the site plan review is in compliance with the California Environmental Quality Act (CEQA);
4. The proposed structures, signs, site development, grading and/or landscaping are compatible in design, appearance and scale, with existing uses, development, signs, structures and landscaping for the surrounding area;
5. The site is adequate in size and shape to accommodate the proposed structures, yards, walls, fences, parking, landscaping, and other development features; and
6. The proposed project is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible.

The applicant's proposed justification for the findings listed above is attached as Exhibit B.

REQUESTED COMMISSION ACTION:

Staff requests the Commission conduct a public hearing, and then direct Staff to develop findings in support of either approval or denial of the project, supported by the facts and testimony provided at the hearing. Note: A resolution of denial must include an explanation as to why at least one of the required findings discussed in this report cannot be made.

ENVIRONMENTAL REVIEW:

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) (General Rule Exemption) and Section 15301 (Existing Facilities) of the California CEQA Guidelines.

CONDITIONS OF APPROVAL:

If the Commission directs Staff to prepare a resolution of approval, potential project conditions of approval are attached as Exhibit D and will be incorporated into an approval resolution, which would return for Commission adoption at the next meeting.

PREVIOUS REVIEWS:

Development Review Committee (DRC):

April 2, 2024 No major comments.

Architectural Review Panel (ARP):

August 23, 2024 The Panel recommended that the applicant should consider drainage where the existing roofline meets the addition; address blank side walls at areas of addition; consider building code compliance for window sill heights; and to consider a Dutch gabled roof for the area of addition, to tie the addition in to the architecture of the existing residence. As part of the discussion at the meeting, but not part of the Panel's formal recommendation, Panel members also commented that the addition should either conform to the architecture of the existing residence or be designed as an architecturally separate feature, such as with a flat roof. The Panel recommended that the applicant return to a future ARP meeting with revised plans to address their comments.

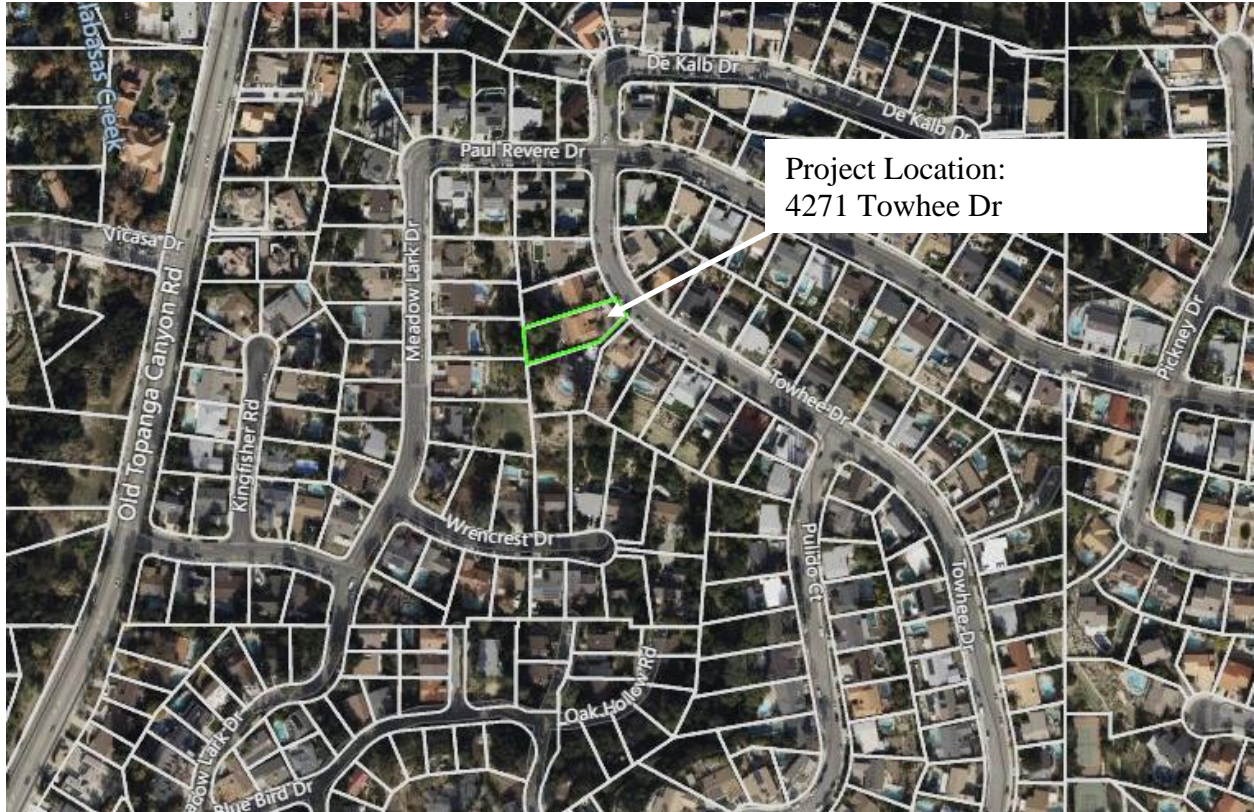
September 27, 2024 The Panel members reviewed the revised drawings, and recommended approval of the project to the Planning Commission as proposed, with a suggestion that the applicant consider adding clerestory windows to the side of the existing residence to introduce more light into the interior of the space, since the space would be expanded by the new addition. The project plans were subsequently revised to address the ARP's comments (see proposed south side elevation on Sheet A14 of Exhibit A).

ATTACHMENTS:

- Exhibit A: Project Plans
- Exhibit B: Findings Justification Submitted by Applicant
- Exhibit C: ARP Minutes from August 23, 2024 & September 27, 2024
- Exhibit D: Draft Conditions of Approval

TECHNICAL APPENDIX

Location Map



Applicable Development Standards:

Code Limit

Lot Size:	13,200	Sq. Ft.		N/A
Floor Area:				N/A
Existing:	2,332	Sq. Ft.		
Proposed:	1,655	Sq. Ft.		
Total:	3,987	Sq. Ft.		
Setbacks (addition):				
Side (south):	10 Ft.	0 In.		10 Ft. Min.
Side (north)	10 Ft.	0 In.		10 Ft. Min.
Rear:	79 Ft.	0 In.		20 Ft. Min.
Height:	20 Ft.	5 In.		35 Ft. Max.
Site Coverage:				
Existing:	2,732	Sq. Ft.	20.6 %	50% Max.
Proposed:	3,607	Sq. Ft.	27.3 %	50% Max.
Pervious Surface:				
Existing:	7,798	Sq. Ft.	59 %	50% Min.
Proposed:	6,923	Sq. Ft.	52.4 %	50% Min.

Area Home and Lot Size Comparisons:

SITE ADDRESS	RESIDENCE SF	LAND SF
4271 TOWHEE DR (subject)	3,987	13,441
4245 MEADOW LARK DR	3,408	13,666
4257 TOWHEE DR	3,180	13,718
4275 TOWHEE DR	2,859	12,190
4258 TOWHEE DR	2,779	9,424
22903 WRENCREST DR	2,739	16,851
22915 WRENCREST DR	2,739	16,874
22966 PAUL REVERE DR	2,739	10,199
22974 PAUL REVERE DR	2,739	10,146
4220 TOWHEE DR	2,739	9,391
4233 TOWHEE DR	2,739	12,245
4234 MEADOW LARK DR	2,739	14,765
4240 TOWHEE DR	2,739	9,341
4264 TOWHEE DR	2,739	8,896
4212 MEADOW LARK DR	2,511	10,479
4218 MEADOW LARK DR	2,511	19,678
22921 WRENCREST DR	2,370	12,082
22901 WRENCREST DR	2,332	22,106
22930 PAUL REVERE DR	2,332	9,222
22982 PAUL REVERE DR	2,332	10,403
4223 TOWHEE DR	2,332	12,015
4242 MEADOW LARK DR	2,332	12,754
4243 TOWHEE DR	2,332	12,387
4253 MEADOW LARK DR	2,332	13,278

4265 TOWHEE DR	2,332	12,940
22931 WRENCREST DR	2,262	12,503
4223 MEADOW LARK DR	2,262	9,458
4226 MEADOW LARK DR	2,262	16,000
4250 MEADOW LARK DR	2,219	14,828
22907 WRENCREST DR	2,207	17,215
22922 PAUL REVERE DR	2,207	8,606
22938 PAUL REVERE DR	2,207	7,369
22954 PAUL REVERE DR	2,207	12,161
22988 PAUL REVERE DR	2,207	12,061
4230 TOWHEE DR	2,207	9,414
4211 MEADOW LARK DR	2,160	10,028
4229 MEADOW LARK DR	2,160	8,851
22916 PAUL REVERE DR	2,125	9,483
4237 MEADOW LARK DR	2,125	10,400
4267 TOWHEE DR	2,125	16,136
4278 TOWHEE DR	2,125	9,261
4281 TOWHEE DR	2,125	12,531
AVERAGES	2,442	12,228

Notes:

- 1) The House sizes do not include garages.
- 2) Project Site information obtained from the submitted project plans. Information on neighboring homes obtained from records of the Los Angeles County Tax Assessor Office.