



CITY of CALABASAS

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY NOVEMBER 7, 2024 AT 6:00 PM**

Opening Matters:

Call to Order/Roll Call of the Commissioners

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

Present: Chair Fassberg, Vice Chair Harrison, Commissioners Lia, Mueller, Washburn and Huzaineh

Absent: None

Staff: Michael Klein, Director; Tom Bartlett, City Planner; John Fox, Assistant City Attorney; Glenn Michitsch, Senior Planner; Rachel Zadikov, Assistant Planner.

Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Huzaineh

Approval of Agenda

Vice Chair Harrison moved to approve the meeting agenda of November 7, 2024; Commissioner Washburn, seconded the motion.

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

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

Announcements and Introductions:

Chair Fassberg introduced the new Assistant City Attorney, John Fox.

Commissioner Washburn announced the Conejo/Las Virgenes Future Foundation (clvff.org) has scheduled it's "10 X 10" speaker event for November 14th, 2024 at California Lutheran University at 6:30 PM.

Oral Communications Public Comment:

None

Consent Items:

1. Approval of Meeting Minutes: October 17, 2024.

Commissioner Lia moved to approve the minutes of October 17th and Commissioner Mueller seconded the motion.

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

Noes: None

Absent: None

Abstained: Chair Fassberg

Motion Carried: 5/0

2. Adoption of Resolution 2024-797 approving CUP-2024-002 consistent with Planning Commission direction on October 17, 2024.

Vice Chair Harrison moved to approve Resolution 2024-797, and Commissioner Washburn seconded the motion.

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

Noes: None

Absent: None

Abstained: Chair Fassberg
Motion Carried: 5/0

3. Adoption of Resolution 2024-798 approving File No. SPR-2023-017, OTP-2024-009, consistent with Planning Commission direction on October 17, 2024.

Vice Chair Harrison moved to approve Resolution 2024-798, and Commissioner Washburn seconded the motion.

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

Noes: None

Absent: None

Abstained: Chair Fassberg

Motion Carried: 5/0

Public Hearing Item:

4. **File No. CUP-2024-001:** Request for a Conditional Use Permit to allow for the sale of beer and wine for on-site consumption via a Type 41 liquor license from the State Department of Alcoholic Beverage Control, in association with a new sushi restaurant, Shibuya To Go, located at 5749 Las Virgenes Rd. C (APN: 2052-046-002), within the Commercial, Retail (CR) zoning district and Scenic Corridor (-SC) overlay zone.

Assistant Planner Zadikov made a presentation to the Commission.

The Commissioners asked questions of Assistant Planner Zadikov.

Chair Fassberg opened the public hearing at 6:16 PM.

Speakers: Steve Vartazarian, applicant.

At 6:21 PM, Chair Fassberg closed the public hearing.

After further discussion, Vice Chair Harrison moved to approve the project and to request staff to prepare a resolution of approval for consideration at the next meeting; Commissioner Huzaineh, seconded the motion.

Ayes: Chair Fassberg, Vice Chair Harrison,
Commissioners Huzaineh, Washburn, Lia, and
Mueller
Noes: None
Absent: None
Abstained: None
Motion Carried: 5/0

5. **File No. APR-2024-006 and OTP-2024-010:** Request for an Administrative Plan Review and Oak Tree Permit for removal of one 15” diameter oak tree in association with the construction of a proposed tennis court with 10 ft high fencing on the northwestern and southeastern sides of the proposed tennis court in the side yard of an existing two-story single-family residence located at 25201 Prado del Grandioso (APN: 2069-090-050) within the Residential Single-Family (RS) zoning district.

Assistant Planner Zadikov made a presentation to the Commission.

The Commissioners asked questions of Assistant Planner Zadikov.

Chair Fassberg opened the public hearing at 6:56 PM.

Speakers: Elizabeth Dryer, applicant’s representative.

The Commissioners asked questions of Ms. Dryer.

At 7:16 PM, Chair Fassberg closed the public hearing.

At 7:25 Chair Fassberg reopened the public hearing to receive additional testimony.

Ms. Dryer spoke regarding the screening of the tennis court.

Chair 7:28 PM Chair Fassberg closed the public hearing

After further discussion, Commissioner Washburn moved to request staff to prepare a resolution of approval to include a condition of flexibility for either planting mitigation trees or paying an in lieu fee. Additionally, that mitigation shall be required before a permit is issued by the Building and Safety. Chair Fassberg seconded the motion.

Ayes: Chair Fassberg, Vice Chair Harrison,
Commissioners Huzaineh and Washburn.
Noes: Commissioner Lia
Absent: None
Abstained: None
Motion Carried: 4/1

At 7:26 PM the Commission took a short break and reconvened at 7:34 PM.

6. **File No. SPR-2024-003:** 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.

Assistant City Planner Bartlett made a presentation to the Commission.

The Commissioners asked questions of Mr. Bartlett.

Chair Fassberg opened the public hearing at 7:53 PM.

Speakers: Mohammad Davarfara, designer

The Commissioners addressed questions to Mr. Davarfara.

At 8:00 PM, Chair Fassberg closed the public hearing.

After discussion, Commissioner Mueller moved to request staff prepare a resolution of approval with the added condition that a window in both the first and second floor bathrooms on the north side of the home be added to the home. Commissioner Lia seconded the motion.

Ayes: Chair Fassberg, Vice Chair Harrison, Commissioners
Huzaineh, Washburn, Lia, and Mueller
Noes: None
Absent: None
Abstained: None
Motion Carried: 5/0

Reports by the Director and Planning Commission:

7. Director's Report:

Director Klein reminded the Commissioners that their terms are coming to an end in November; and applications to continue to serve are due to the City Clerk by December 9, 2024.

6. Reports from Members of the Planning Commission: Commissioner Washburn welcomed the new Assistant City Attorney, John Fox, to the City of Calabasas.

Adjournment:

Commissioner Washburn moved to adjourn.

At 8:05 PM, Chair Fassberg adjourned to the next regularly scheduled meeting of the Planning Commission on November 21, 2024.

These minutes reflect the actions taken by the Planning Commission at its meeting of November 7, 2024. For more information, or to view the meeting in its entirety, please select the website link below:

https://calabasas.granicus.com/MediaPlayer.php?view_id=4&clip_id=7819