



CITY of CALABASAS

## **Architectural Review Panel Agenda**

Friday, October 25, 2013, 2:30 P.M.  
Conference Room 3, City Hall  
100 Civic Center Way, Calabasas  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)

**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.**

### **Opening Matters – 2:30 P.M.:**

- Call to Order. Meeting was called to order at 2:35. ARP Members in attendance: Jeff Cooper, Ken Stockton, Michael Harrison, and Mark Handel. Staff members in attendance: Andrew Cohen-Cutler and Isidro Figueroa.
- General Discussion (None)

### **Review Item(s) – 2:45 P.M.**

1. **File No. 130001251.** A request for a Sign Permit and a Minor Scenic Corridor Permit for the Muse School located at 4345 Las Virgenes Road within the Public Facility (PF) zoning district and the Las Virgenes Road Scenic Corridor (SC).

Submitted by: Howard Williams  
Planner: Andy Cohen-Cutler  
(818) 224-1704  
[acutler@cityofcalabasas.com](mailto:acutler@cityofcalabasas.com)

The project was described by Associate Planner Andrew Cohen-Cutler, after which he introduced the applicant's representative, Howard Williams.

ARP members Cooper, Stockton and Harrison made the following observations and comments about the placement of the wall mounted sign: that the sign be setback a minimum of 12 inches from the edge of the window, parapet, and building.

**ACTION:** The Panel recommended approval of the design of the wall mounted sign with the above recommendations.

2. **File No. 130001240.** A request for an Administrative Plan Review to construct a 144 square-foot, 2<sup>nd</sup> story addition to a residence located at 3960 Prado del Trigo within the Residential Single-Family (RS) zoning district.

Submitted by: Marcarelli Design  
Planner: Andy Cohen-Cutler  
(818) 224-1704  
[acutler@cityofcalabasas.com](mailto:acutler@cityofcalabasas.com)

The project was described by Associate Planner Cohen-Cutler, after which he introduced the applicant's representative, Cameron Marcarelli.

ARP members Harrison and Stockton made the following comments: questioned why the project was before them as a body and Associate Planner Cohen-Cutler explained that the Development Code requires the project to be reviewed by the Panel. Mr. Stockton and Harrison stated that the second-story addition was consistent with the existing architecture and that it should incorporate existing colors and materials. Associate Planner Cohen-Cutler stated that the project is conditioned to incorporate existing colors and materials.

**ACTION:** The Panel recommended approval of the design of the second-story addition.

3. **File No. 130001344.** A request for a Wireless Telecommunication Permit and a Scenic Corridor Permit for a new Wireless Telecommunication Facility in the public right-of-way at 4093 Old Topanga Canyon Road.

Submitted by: Cable Engineering  
Planner: Andy Cohen-Cutler  
(818) 224-1704  
[acutler@cityofcalabasas.com](mailto:acutler@cityofcalabasas.com)

The project was described by Associate Planner Cohen-Cutler, after which he introduced the applicant's representative, Andrew Culici.

ARP members made the following comments: the ray-dome option is consistent with previous projects and there is no issue with the ray-dome option. Panel members Harrison, Cooper, Handel and Stockton agreed that the applicant should underground the Verizon cabinet equipment per the Wireless Ordinance. The Panel feels that the cabinet boxes detract from the rustic feel of the community and could be targets for vandalism and intrusive to pedestrians. The Panel recommends that the applicant investigate the possibility of placing the Edison and Verizon cabinet boxes underground and noted that the existing Edison easement that might present an opportunity for the placement of the cabinet boxes outside the sidewalk and public trail.

**ACTION: The panelists recommend to continue the project with the applicant performing due diligence with undergrounding the proposed above-ground equipment and easements.**

**Adjournment:**

Adjournment to the Architectural Review Panel Meeting of November 22, 2013, at 2:30 P.M., City Hall, Conference Room #3, 100 Civic Center Way.

Respectfully submitted by: \_\_\_\_\_  
Isidro Figueroa, Planner

On October 25, 2013 these Action Minutes were **Approved** by an affirmative vote of the members present.

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Jeff Cooper, ARP Chairman