



CITY of CALABASAS

Architectural Review Panel Action Agenda

Friday, October 27, 2017 2:30 P.M.
Council Chambers, City Hall
100 Civic Center Way, Calabasas
www.cityofcalabasas.com

Opening Matters – 2:30 P.M.:

- Call to Order

Meeting was called to order at 2:30pm by Chair Mark Handel. Panel members in attendance: Camille Mugerdechian-Armen, Ken Stockton, Jim Surdyk, Will Shepphird, and Mark Handel. Staff members in attendance: Tom Bartlett and Michael Klein.

- General Discussion (*None.*)

Review Item(s) – 2:35 P.M.

1. **File No. 170001228.** Request for an Administrative Plan Review, Scenic Corridor Permit and Zoning Clearance to convert an existing one-story building (formerly used as a restaurant) to a child day care center, the subject site is located at 4895 Las Virgenes Road within the Commercial Retail (CR) zoning district, Scenic Corridor Overlay (SC) zone and Las Virgenes Gateway Master Plan.

Submitted by: Montessori of Calabasas
Planner: Michael Klein, Senior Planner
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Staff presented the project to the Panel. The panel asked questions of Mr. Klein. Mr. Will Shepphird, the project architect, addressed the Panel. Mr. Shepphird described the project site, constraints, and design solutions employed to accommodate the proposed use and to meet applicable standards and requirements. Mr. Shepphird also introduced the applicant and other members of the project team: Ms. Dehini Wiratunga and Mr. Bishan Seneviratine (Montessori Academy); Mr. Tyler Gold (L.A. Group Design Works); Ms. Nancy Johns

(Wildflower Development Services, Inc.); and, Mr. Matt Sawyer (United Civil Engineering, Inc.). The panel asked questions of Mr. Shepphird and Mr. Sawyer. Panelists asked about the proposed screen wall along the Highway 101 on-ramp. The Panel was interested in examining how landscaping might be made possible on the CalTrans side of the wall so that the appearance will be attractive to travelers along the scenic corridor. The applicant's architect agreed to explore options for placing the wall a few feet away from the property line, and to plant the screen trees between the wall and the property line (along the CalTrans ROW line), or to green up the wall with climbing vines. The panel noted that the proposed project is generally in conformance with the Las Virgenes Gateway Master Plan because the proposed project involves minimal exterior modifications to the existing building, which is not visible from the Las Virgenes corridor, and that the proposed landscape plan would enhance the site substantially, consistent with the aesthetic guidelines of the Master Plan.

The Panel recommended approval of the project with the following comments to improve the final design:

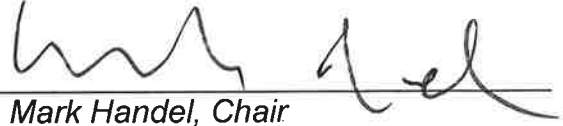
- 1. Consider placing a short garden wall or rail (as a safety divider) between the vehicle drop-off circle and the adjacent pedestrian sidewalk.*
- 2. Consider pulling a few more of the Monterey style elements around to the east-facing façade, particularly on the east gable end (such as replace the existing siding with stucco).*
- 3. Consider placing the proposed screen wall a short distance away from the western property line, and plant a thin hedge row and/or climbing vines between the wall and the property line (along the CalTrans ROW line).*
- 4. If a re-roofing is determined to be necessary, the Panel suggests using a clay or similar S-tile which is consistent with the Monterey style guidelines.*
- 5. The proposed landscaping (particularly the trees) along the north property line should be reviewed in consideration of any utility lines and easements that may exist along that property line, and which might prevent the planting of any larger types of tree.*
- 6. As the site plan and landscape plan are refined, examine how on-site retention and bio-filtration of storm water might be accomplished.*
- 7. Where possible, break up the asphalt periodically with bands of pervious pavers.*

Adjournment at 4:04PM to the regularly scheduled Architectural Review Panel meeting of December 22, 2017 at 2:30 PM, at City Hall, 100 Civic Center Way.

Respectfully Submitted by: 
Thomas M. Bartlett, AICP, City Planner

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On October 27, 2017, these **Action Minutes** were APPROVED by an affirmative vote of the members present.



Mark Handel, Chair