

**Minutes of a Special Meeting of the
Planning Commission of the City of Calabasas, California
Held Thursday, June 18, 2009**

Opening Matters

Call to Order/Roll Call of Commission Members

Chair Mueller called the meeting to order at 6:10 p.m. in City Hall Conference Room 1, 100 Civic Center Way, Calabasas.

Present: Chair Mueller, Vice Chair Fritz, and Commissioner Klein. Commissioner Brown joined the meeting at 6:11 p.m. Alternate Commissioner Shumacher arrived at 6:53 p.m.

Excused Absence: Commissioner Sikand

Staff: Ballin, Tamuri, Bartlett, Brozyna, Michitsch, Figueroa, and Goor.

Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Klein.

Approval of Agenda

Motion by Commissioner Brown, seconded by Vice Chair Fritz, to approve the Planning Commission Agenda of June 18, 2009. MOTION CARRIED 3/0.

Announcements and Introductions

None

Oral Communications – Public Comment

No one expressed a desire to speak.

1. Approval of Minutes: May 21, 2009

Motion by Commissioner Klein, seconded by Vice Chair Fritz, to approve the Planning Commission Minutes of May 21, 2009. MOTION CARRIED 3/0.

**2. Capital Improvements Program for Fiscal Years 2009-10 and 2010-11.
Determination of Conformance with the General Plan for Capital Improvements
Program for the City of Calabasas for Fiscal Years 2009-10 and 2010-11**

Motion by Commissioner Klein, seconded by Vice Chair Fritz, to make the findings that the Capital Improvements Program for the City of Calabasas for Fiscal Years 2009-10 and 2010-11 meets the guidelines, goals, policies, mission, and objectives for the City of Calabasas 2030 General Plan. MOTION CARRIED 3/0.

Commissioner Brown arrived at 6:11 p.m.

Discussion Items(s)

3. Development Code Update Workshop

Christopher Deleau, representing Schmitz & Associates, a land development firm in Agoura, expressed the opinion that the Development Code Update document reiterates policies from the General Plan which are vague and do not give applicants detail regarding what they can and cannot do. They request clear, specific guidance. He inquired whether CEQA review was performed and significant impacts analyzed.

Planning Consultant Joyce Parker-Bozylinski guided the Commission through the Development Code Update.

Antennas

On Page 65 regarding 669.C.2 Application strike the first part of sentence, 'To permit the City....and start with, 'Applications for wireless facilities shall include the following:...'

Regarding placing telecommunications equipment on poles, add, '...all cumulative installations, existing and new, including their impacts...'

Regarding general requirements, visual and aesthetic impacts, delete the first sentence and add, '...to minimize to the extent feasible,...'.

Day Care Facilities

The Consultant shall cross reference the land use table universally and refer to the sections not the pages.

17.12.080 Drive In and Drive Thru

The Section shall be left as is; however, the City Attorney's Office will look at the issue.

Home Occupations

2.b. add, 'any kind of photo processing.' Change limit of clients/students from 1 to 2.

Alternate Commissioner Shumacher arrived at 6:53 p.m.

Mixed Use Projects

Following a discussion of setbacks, it was suggested this section needs more work and specificity. Commissioners with specific ideas or language shall communicate them directly to Planning Consultant Parker-Bozylinski.

17.12.125 Mobile Home Parks

Following a discussion of stored RVs and occupied RVs, notably sections C. and D., staff shall review, distinguish between classifications of mobile homes, and make the appropriate changes.

17.12.140 Outdoor Merchandise and Activities

Include auto "rentals" in addition to auto sales.

Personal Massage Therapy

Staff will review and bring back wording regarding the use being associated with other businesses, define use within Home Occupation permit, and licenses and types of businesses, add 'all applicable Federal, State, and local laws'.

17.12.160 Residential Accessory Uses and Structures

Add, 'Single family homes may use wood trash enclosures.'

17.12.170 Secondary Housing Units

Regarding measurement, add, 'measured 15 feet maximum from either finished or natural grade whichever is lower.' Staff will refer to regulations for how height is measured under Section (cite measurement section here).

Senior Residential Projects

C.3. fix '55 and older.'

17.12.20 Temporary Storage

Add, 'The unit must be in good repair and free of graffiti.'

The Commission recessed at 8:01 p.m. and reconvened at 8:26 p.m.

RESIDENTIAL DISTRICTS

17.13 Minimum Lot Size

Change minimum lot size in Table 2-5 and in new design standards for second story additions for the RR zone specifically: change from .5 to 1 dwelling per acre.

Joyce advised the Commission that Mark prefers to leave the Hillside Development/Landscaping/Parking requirements in Tables 2-5, 2-6, 2-7, instead of moving them to a new Section B.

Second Story Additions

On Page 119 - Guidelines delete 1. (as 7. trumps 1.).

Following discussion, staff suggested adding, 'The project would be subject to review and recommendation by the Architectural Review Committee.' A Commissioner suggested the Design Review Board instead; the Consultant indicated it would be discussed later.

Delete everything above d. (strike the first paragraph) and start with, 'The following guidelines shall be considered with respect to the development...'

OVERLAY ZONE

Planned Development/Clustered Development Standards

Page 164 - delete note 5.

Regarding the Scenic Corridor Overlay Zone, Joyce indicated that Mark suggested adding a new finding that deals with neighborhood compatibility. Since these findings have been moved to Chapter 17.62, the issue will be addressed when the commission gets to that chapter.

17.18 .020

Change floor hazards to flood hazards (also in two places on page 157).

Regarding Table 2-9, the Consultant indicated that the maximum square footage for combined lots (3,500) could be made clearer, but that it should be a community effort.

Hydrology Report Item E. – 17.b.1.e.

Add after properties, ‘particularly down slope properties.’

Chair Mueller will refine and send language to the Consultant regarding 200% sewage effluent percolation - 4.a. – if the property demonstrates, in accord with the Plumbing Code, alternatives...

ARTICLE 3 Site Planning and Project Design Standards

17.12.140 Height measurement and height limit exceptions

Page 201 in redline document . After a discussion on the merits of using the existing method of measuring height – (ie parallel height) versus a proposal by Commission Klein which utilizes a method of measuring height from a point at the grade adjacent to the walls, the discussion was tabled for further detail..

Comments from the public

Kim Lamorie, Calabasas Highlands (on behalf of the Federation), spoke in favor of adding the option to measure height from the grade adjacent to the walls. They would like to reduce the impact of houses built on slopes and preserve the neighborhood character. She is opposed to increasing the FAR for combined lots.

Emma Wilby, Calabasas, expressed concern with continuing (adding to) non-conforming lots with 5 foot setbacks as relates to backyard privacy, and difficulty in planting trees. She suggested further setbacks and articulation.

Staff will use a newly constructed home to review how massing issues could be improved upon in the Old Topanga/Highlands area.

COMMERCIAL DISTRICTS

No comments

SPECIAL PURPOSE DISTRICTS

Page 147 – add either a maximum size for the house or a combined total square footage for the development (not-to-exceed what was in the original document) to the definition of 60 multi-family residences.

Future Agenda Items and Reports

4. Director’s Report and Future Agenda Items.

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Community Development Director Tamuri noted further Development Code Update Workshops will be held on July 2nd and July 16th. She reported regarding the outcome of the Ahankoob illegal grading appeal that went to Council on June 10th. CDD Director Tamuri commented on the extension of development discretionary permits noting they have another 6 months and at after January 1, 2010, they will have to go back to the original body granting the original permit.

5. Reports from the Planning Commission

None.

Adjournment

Chair Mueller adjourned the meeting at 10:12 p.m. to the next Regular Planning Commission Meeting, a Workshop regarding the Development Code Update, July 2, 2009 at 7:00 p.m. in Founder's Hall.