



CITY *of* CALABASAS

**PLANNING COMMISSION AGENDA
REGULAR MEETING
THURSDAY, JANUARY 15, 2026, 6:00 PM
COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS, CA 91302**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

ANNOUNCEMENTS

PUBLIC COMMENT

At this time the public may address the Planning Commission on any matter not on the agenda that is within the subject matter jurisdiction of the Planning Commission. The public will also be given an opportunity to comment on matters which are on the posted agenda during deliberation on those specific matters.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion. Items may be pulled from the Consent Calendar for individual consideration. Pulled items will be considered immediately following approval of the Consent Calendar.

1. Approval of Meeting Minutes for November 20, 2025

Recommendation: Approve the November 20, 2025, Planning Commission Regular Meeting Minutes.

NEW BUSINESS

2. Planning Commission Reorganization

Recommendation: Reorganize to select Chair and Vice Chair.

3. Appointment of Architectural Review Panel Members

Recommendation: That the Planning Commission consider appointing three incumbent members to serve another two-year term on the Architectural Review Panel (ARP).

VERBAL REPORTS

4. Director's Report

5. Reports from Members of the Planning Commission

ADJOURNMENT

This agenda was posted in accordance with applicable legal requirements. Regular and adjourned regular meeting agendas may be amended up to 72 hours in advance of the meeting; Special meeting agendas may be posted 24 hours in advance of the meeting.

Posted: 1/8/2026

ADDITIONAL INFORMATION

PUBLIC COMMENTS:

The Planning Commission reserves the right to alter the order of the agenda to allow for an effective meeting. Attendance at the entire meeting may be necessary to ensure interested parties hear a particular item. The City values and invites written comments from residents on matters set for Planning Commission consideration. In order to provide commissioners ample time to review all correspondence, any written communication must be submitted to the City Clerk's office before 5:00 p.m. on the Tuesday prior to the meeting. Any written materials submitted to the Planning Commission are public records under the Public Records Act.

LEGAL DISCLAIMERS:

Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any Planning Commission decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

Any person wishing to appeal a decision of the Planning Commission must do so within ten (10) days of the Planning Commission action. Please contact the Community Development Department for information regarding the appeal process. If you challenge any action of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing. A copy of the Planning Commission agenda packet, staff reports and supporting documents, and any materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for review by the public by contacting the project planner. If, due to disability, you require special accommodations to attend or participate in a Planning Commission meeting, please contact the Community Development Department, (818) 224-1600, at least one business day prior to the scheduled meeting so staff may assist you.

If you challenge the (nature of the proposed action) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the (public entity conducting the hearing) at, or prior to, the public hearing.



CITY *of* CALABASAS

**PLANNING COMMISSION
AGENDA REPORT**

MEETING: January 15, 2026

TO: Planning Commission

FROM: Liz Parker, Executive Assistant II

SUBJECT: Approval of Meeting Minutes for November 20, 2025

RECOMMENDATION

Approve the November 20, 2025, Planning Commission Regular Meeting Minutes.

DISCUSSION

Staff has prepared and submits the minutes for the Planning Commission approval.

ATTACHMENTS

A. Planning Commission Draft Minutes – November 20, 2025

**MINUTES
PLANNING COMMISSION
CITY OF CALABASAS, CALIFORNIA
THURSDAY, NOVEMBER 20, 2025**

CALL TO ORDER

Chair Fassberg called the meeting to order at 6:09 PM.

PLEDGE OF ALLEGIANCE

Commissioner Harrison led the Pledge of Allegiance.

ROLL CALL

Present: Chair Fassberg, Vice Chair Huzaineh, Commissioners Lia, Washburn, Harrison and Alternate Steiner.

Absent: None.

Staff: City Manager, Kindon Meik; Assistant City Manager, Scott Trujillo; Community Development Director, Michael Klein; City Planner, Tom Bartlett; Associate Planner, Joel Hayes and Assistant City Attorney, John Fox

APPROVAL OF AGENDA

Commissioner Lia moved, and Commissioner Washburn seconded the motion, to approve the agenda. The motion carried unanimously.

ANNOUNCEMENTS AND INTRODUCTIONS;

Commissioner Washburn announced the Boething Treeland nursery on Long Valley Road, adjacent to Hidden Hills, has been sold and will be developed as a cemetery.

PUBLIC COMMENTS

None

CONSENT CALENDAR

1. Approval of Meeting Minutes: August 21, 2025.

MOTION

Commissioner Harrison moved to approve the minutes, as revised, and Commissioner Washburn seconded the motion.

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

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

Chair Fassberg made a motion to amend the agenda to move Item 3 ahead of Items 2 and 4. Vice Chair Huzaineh seconded the motion.

The motion was approved unanimously.

PUBLIC HEARING ITEM(S):

3. **File No(s). SPR-2023-007:** A request for a Site Plan Review to construct a 1,588-square-foot two-story home, a 413-square-foot first-floor garage, and an attached 800-square-foot ADU on the vacant lot located at 23656 Aster Trail (APN: 2072-016-018 & 2072-016-014). Also note, story poles have been installed at the project site. The poles represent the maximum height of the proposed structures, and are intended to provide a rough representation of the project's height, mass, and bulk.

Recommendation: Direct Staff to develop findings in support of either approval or denial of File No. SPR-2023-007.

At 6:23 PM, Chair Fassberg opened the public hearing.

Speakers: Rich Perilloux, neighbor; and Marly Tempel, neighbor.

At 6:32, Chair Fassberg closed the public hearing.

Staff has requested to continue the public hearing on File No. SPR-2023-007 until December 18th, to allow staff to work with the applicant, area neighbors, and Public Works to resolve technical issues involving drainage.

Commissioner Washburn moved to continue File No. 2023-007 to the December 18th Planning Commission meeting. Commissioner Lia seconded the motion.

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

Noes: None

Absent: None

Abstained: None

Motion Carried: 5/0

NEW BUSINESS

2. Sales Tax Initiative Presentation

City Manager Meik and Assistant Manager Trujillo made a presentation to the Commission discussing placing a sales tax initiative on the ballot in 2026.

The Planning Commission asked questions of Mr. Meik and Mr. Trujillo and made suggestions regarding cost savings options in the City.

At 7:47PM the Planning Commission took a break.

The Commission reconvened at 7:54 PM.

4. An Overview of Key New Legislation Affecting Housing Development Projects

Assistant City Attorney, John Fox, made a presentation to the Commission on new State of California legislation on housing development projects; to include changes to the Housing Accountability Act.

Following the presentation, the Commission asked questions of Mr. Fox and Director Klein.

ORAL REPORTS

5. Director's Report: Director Klein informed the Commission that the meeting on December 4th, and the meeting on January 1st, 2026 are being cancelled. Additionally, he announced that in October staff issued a Determination of Similar Use for a Rivian auto showroom at the Commons.

Reports from members of the Planning Commission: Vice Chair Huzaineh encouraged everyone to watch The American Revolution series on PBS.

ADJOURN

At 8:55PM, Chair Fassberg adjourned the meeting to the next regularly scheduled meeting of December 18, 2025.

These minutes reflect the actions taken by the Planning Commission at its meeting of November 20, 2025. 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=7990



CITY *of* CALABASAS

**PLANNING COMMISSION
AGENDA REPORT**

MEETING: January 15, 2026

TO: Planning Commission

FROM: Michael Klein, AICP, Community Development Director

SUBJECT: Appointment of Architectural Review Panel Members

RECOMMENDATION

That the Planning Commission consider appointing three incumbent members to serve another two-year term on the Architectural Review Panel (ARP).

BACKGROUND

In accordance with Section 2.40 of the Calabasas Municipal Code (CMC), the Planning Commission shall appoint five members (two of whom are alternates) to the Architectural Review Panel (ARP), each to serve a two-year term. A majority vote of the entire planning commission is required to appoint members. Each member may serve an unlimited number of terms subject to periodic planning commission reappointment.

The terms for the current members of the ARP expired on October 30, 2025. Because the terms for the current five members have expired, it is now the appropriate time to confirm the appointments of the ARP. A copy of the duties and responsibilities of the ARP is provided as Attachment A.

DISCUSSION

The City Clerk advertised and accepted applications to serve on the ARP from November 19, 2025, to December 12, 2025. The Clerk received applications from three members seeking re-appointment; no applications were received from any other person. A copy of each application is provided as Attachment B.

The applicants are as follows:

Will Shepphird, AIA

Sheida Moradi Owrang

Alan Dabach

ENVIRONMENTAL REVIEW

None

ATTACHMENTS

A. CMC 2.40 Architectural Review Panel

B. ARP Applications

- **Chapter 2.40 - ARCHITECTURAL REVIEW PANEL***

-

- **2.40.010 - Architectural review panel creation.**

An architectural review panel (ARP) is created in and for the City of Calabasas.

(Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; [Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.020 - Membership.**

The architectural review panel shall consist of the following members:

Five (5) members, with two (2) members to serve as alternate members, residing in or near the City of Calabasas or conducting business in the city, at the time of appointment and during their respective terms of office. A majority vote of the entire planning commission is required to appoint members. Each member may serve an unlimited number of terms subject to periodic planning commission reappointment.

At least one (1) member of the architectural review panel shall be a licensed architect.

Other members of the panel shall be persons who, as a result of their training, experience and attainments, are qualified to analyze and interpret architectural and site planning information, including, but not limited to, licensed landscape architects, urban planners, engineers and builders/developers..

A preference shall be given to the appointment of Calabasas residents meeting the panel's qualifications..

Any member of the panel may be removed from office with or without cause by a majority vote of the entire planning commission.

All terms of office shall run for a period of two (2) years. The terms of office for each member shall continue to and include October 30 of the year in which the term shall expire, and thereafter until a successor is appointed.

If a vacancy occurs other than by term expiration, the planning commission shall fill such vacancy by appointment for the unexpired portion of the term.

The alternate members shall attend and participate in meetings of, and deliberate on matters before, the architectural review panel, as necessary to fill in for any absent member(s).

(Ord. 2005-209 §§ 1, 2, 2005; Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2011-283, § 1, 3-16-2011; [Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.030 - Organization.**

The panel shall elect a chair and a vice chair from among its members, each for a term of one (1) year. No person shall serve more than two (2) successive terms in either position. The chair, or in the absence of the chair, the vice chair, shall preside over the meetings of the panel.

The community development director, or such other person as is designated by the city manager to do so, shall serve as secretary of the panel.

(Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; [Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.040 - Duties.**

The purpose of the panel is to make advisory recommendations to the planning commission and the city council in all matters pertaining to site plan reviews, and evaluating architectural designs of buildings and other structures, landscape plans and other site features. Procedures in this section for site plan reviews, and evaluating architectural designs of buildings and other structures, landscape plans and other site features are established to pursue the following purposes:.

To preserve and enhance the beauty of the city's natural and built environment;

To encourage individual building scale and character consistent with the existing community;

To discourage development of individual buildings that dominate the cityscape or attract attention to themselves through inappropriate color, mass, or architectural expression;

To ensure that new development, and the alteration or enlargement of existing development, maintain the attractiveness and character of the city, especially as projects are seen from city streets, freeway and scenic corridors, adjacent properties, and from neighboring communities;

To maintain and improve the quality of, and relationship among, individual buildings, and between structures and their sites, so that groups of structures contribute to neighborhood and community attractiveness;

To ensure that:1.

Site landscaping provides visually pleasing settings for structures,

Proposed landscaping blends harmoniously with the natural landscape,

Appropriate landscape themes and variations support the design and function of the structures to which they relate,

Views of structures from off-site are softened or screened;

To encourage the highest quality of architectural design, energy efficiency, minimal use of toxic materials during construction, maximum use of natural materials, and emphasis on construction methods which are least disruptive to the site and to the community;.

To balance private prerogatives and preferences with the public interest and welfare;

In order to achieve these purposes, except for projects zoned Commercial, Old Town (CT), the architectural review panel shall review the architecture and landscape architecture of all commercial projects and signage and residential projects within scenic corridors, Master Plan and the Old Topanga/Highlands Overlay Areas, proposed subdivisions, hillside developments. The architectural review panel may also review other projects the community development director or planning commission deem appropriate for the panel's review, including projects zoned Commercial, Old Town (CT). The panel shall limit its advice to architecture, site planning, landscaping, signage and streetscape design. The panel shall perform such other advisory duties as the planning commission may request from time to time.

(Ord. 2005-201 § 4, 2005: Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2010-276, § 5, 6-23-2010; [Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.050 - Regular meetings.**

Regular meetings shall be held not less than monthly on a date established from time to time by resolution of the panel.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

([Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.060 - Absence from meetings.**

Notwithstanding any other provisions of this Code, any panelist who absents himself or herself from three (3) regular meetings of the panel in any calendar year, unless excused by the panel by action recorded in its minutes, shall thereby automatically forfeit his or her position. The panel chair or vice chair shall thereupon promptly notify the planning commission, and the former panelist, of the fact of the vacancy.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

([Ord. No. 2015-321, § 7](#), 4-8-2015)

- **2.40.070 - Reimbursement for expenses.**

The panelists shall serve without compensation, but may receive reimbursement for actual and necessary expenses incurred in connection with the performance of their duties. No expense of any kind shall be incurred by the panel or any panelist, unless first authorized and approved by the city council.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

([Ord. No. 2015-321, § 7](#), 4-8-2015)



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

- Architectural Review Panel
- Art in Public Places Advisory Commission
- Arts Council
- Communications and Technology Commission
- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- The Calabasas Community Foundation, Inc.
- Traffic & Transportation Commission
- Student Member Name of School: _____ Grade: _____

NAME: Alan Dabach

ADDRESS: [REDACTED]

Check One: Calabasas, 91302 Calabasas, 91301 Topanga, 90290 Other: _____

PHONE: [REDACTED] **EMAIL ADDRESS:** [REDACTED]

OCCUPATION: Real Estate Development **EMPLOYER:** [REDACTED]

TYPE OF BUSINESS: Real Estate Development **BUSINESS TELEPHONE:** [REDACTED]

ARE THERE ANY WORKDAY EVENINGS YOU ARE NOT AVAILABLE: YES NO

If yes, when: N/A

REGISTERED VOTER? YES NO **IF STUDENT, PRE-REGISTERED?:** YES NO

EDUCATION:
Bachelors Degree in Finance and Real Estate

CIVIC AFFILIATIONS / COMMUNITY INTERESTS:
Current ARP Board Member 13 of 18

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I am interested in continuing my service on the Architectural Review Board because I care deeply about contributing to the character and long-term quality of our community. Over my time on the board, I've enjoyed working with residents, staff, and fellow members to help keep our city cohesive, beautiful, and aligned with the vision that makes it such a special place to live. I believe the board plays an important role in guiding thoughtful design and responsible development, and I appreciate the opportunity to bring my experience and perspective to that process. I feel I've been able to add meaningful value during my term, and I hope to continue giving back by helping maintain the standards, consistency, and sense of place that our community deserves.

HAVE YOU PREVIOUSLY SERVED ON A CALABASAS BOARD/COMMISSION: **YES** **NO**

If yes, please list all commissions, dates, and detail past contributions to commission/board:

<u>COMMISSION</u>	<u>DATES OF SERVICE</u>	<u>PERSONAL CONTRIBUTIONS</u>
Architectural Review Panel	2023-2025	Design Standards for the new California requirements, and all projects reviewed

ARE YOU SEEKING REAPPOINTMENT TO A CURRENT BOARD/COMMISSION: **YES** **NO**

If yes, please give a brief statement as to why you are interested in being re-appointed:

Repeating same statement from above - I am interested in continuing my service on the Architectural Review Board because I care deeply about contributing to the character and long-term quality of our community. Over my time on the board, I've enjoyed working with residents, staff, and fellow members to help keep our city cohesive, beautiful, and aligned with the vision that makes it such a special place to live. I believe the board plays an important role in guiding thoughtful design and responsible development, and I appreciate the opportunity to bring my experience and perspective to that process. I feel I've been able to add meaningful value during my term, and I hope to continue giving back by helping maintain the standards, consistency, and sense of place that our community deserves.

DATE: 12-4-2025 **SIGNATURE:** 

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, via US Mail at 100 Civic Center Way, Calabasas, CA 91302; or by email at kbuxkemper@cityofcalabasas.com. For more information, please call (818) 224-1600.

Individuals with disabilities requiring any accommodation to participate in the application and selection process must inform the City of Calabasas at the time this application is submitted. Individuals needing such accommodations must document the need for such accommodation including the type and extent of accommodations needed to complete the application form, participate in the selection process, or perform the volunteer duties/job for which they are applying.



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

- Architectural Review Panel
- Art in Public Places Advisory Commission
- Arts Council
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- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- The Calabasas Community Foundation, Inc.
- Traffic & Transportation Commission
- Student Member Name of School: _____ Grade: _____

NAME: SHEIDA MORADI

ADDRESS: _____

Check One: Calabasas, 91302 Calabasas, 91301 Topanga, 90290 Other: _____

PHONE: _____ EMAIL ADDRESS: _____@OM

OCCUPATION: ARCHITECT EMPLOYER: SELF-EMPLOYED

TYPE OF BUSINESS: ARCHITECTURE' BUSINESS TELEPHONE: _____

ARE THERE ANY WORKDAY EVENINGS YOU ARE NOT AVAILABLE: YES NO

If yes, when: _____

REGISTERED VOTER? YES NO IF STUDENT, PRE-REGISTERED?: YES NO

EDUCATION:

Master in Architecture, Tehran - Iran 1996
Ph.D. in architecture, Tokyo - Japan 2004

CIVIC AFFILIATIONS / COMMUNITY INTERESTS:

Interest in community planning, design quality, and contributing to maintaining the character and standards of Calabasas.

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I want to serve on this commission because I care about our community and want to help support good design, responsible development, and thoughtful decision-making. With my experience as an architect, I can contribute practical knowledge and help ensure projects benefits the City and its residents.

HAVE YOU PREVIOUSLY SERVED ON A CALABASAS BOARD/COMMISSION: **YES** **NO**

If yes, please list all commissions, dates, and detail past contributions to commission/board:

<u>COMMISSION</u>	<u>DATES OF SERVICE</u>	<u>PERSONAL CONTRIBUTIONS</u>
Architectural review panel	2020-2025	Reviewed projects with a focus on design quality and community character. Supported the City in maintaining high design standards.

ARE YOU SEEKING REAPPOINTMENT TO A CURRENT BOARD/COMMISSION: **YES** **NO**

If yes, please give a brief statement as to why you are interested in being re-appointed:

I would like to be re-appointed so I can continue serving the community and contributing my architectural experience to the review of projects in Calabasas.

DATE: 11/20/2025 **SIGNATURE:** Sheida Moradi Owrang Digitally signed by Sheida Moradi Owrang
Date: 2025.11.20 21:21:54 -08'00'

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, via US Mail at 100 Civic Center Way, Calabasas, CA 91302; or by email at kbuxkemper@cityofcalabasas.com. For more information, please call (818) 224-1600.

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CITY of CALABASAS

APPLICATION FOR APPOINTMENT

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- Planning Commission
- Public Safety Commission
- The Calabasas Community Foundation, Inc.
- Traffic & Transportation Commission
- Student Member Name of School: _____ Grade: _____

NAME: WILL SHEPPHIRD

ADDRESS: [REDACTED]

Check One: Calabasas, 91302 Calabasas, 91301 Topanga, 90290 Other: _____

PHONE: [REDACTED] EMAIL ADDRESS: [REDACTED]

OCCUPATION: ARCHITECT EMPLOYER: SELF

TYPE OF BUSINESS: ARCHITECTURE BUSINESS TELEPHONE: SAME

ARE THERE ANY WORKDAY EVENINGS YOU ARE NOT AVAILABLE: YES NO

If yes, when: WEDNESDAYS AND WEEKENDS

REGISTERED VOTER? YES NO IF STUDENT, PRE-REGISTERED?: YES NO

EDUCATION:
B.S. CIVIL ENGINEERING, UC IRVINE
M'ARCH, UCLA

CIVIC AFFILIATIONS / COMMUNITY INTERESTS:
A.I.A.

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I WOULD LIKE TO USE MY PROFESSIONAL AND EDUCATIONAL BACKGROUND TO CONTINUE IMPROVING THE PROPOSED BUILT ENVIRONMENT OF CALABASAS

HAVE YOU PREVIOUSLY SERVED ON A CALABASAS BOARD/COMMISSION: YES NO

If yes, please list all commissions, dates, and detail past contributions to commission/board:

<u>COMMISSION</u>	<u>DATES OF SERVICE</u>	<u>PERSONAL CONTRIBUTIONS</u>
ARP	A LONG TIME	

ARE YOU SEEKING REAPPOINTMENT TO A CURRENT BOARD/COMMISSION: YES NO

If yes, please give a brief statement as to why you are interested in being re-appointed:

DATE: 12-9-25

SIGNATURE: 

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, via US Mail at 100 Civic Center Way, Calabasas, CA 91302; or by email at kbuxkemper@cityofcalabasas.com. For more information, please call (818) 224-1600.

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