

## REPORT TO PLANNING COMMISSION

**DATE:** FEBRUARY 17, 2022

**TO:** HONORABLE CHAIR AND MEMBERS OF THE PLANNING COMMISSION

**FROM:** DENICE THOMAS, AICP, COMMUNITY DEVELOPMENT DIRECTOR

**BY:** KATRINA GARCIA, ASSISTANT PLANNER

**REQUEST:** REQUEST FOR 1) APPROVAL OF A CONDITIONAL USE PERMIT TO REDUCE THE OCCUPIED AREA OF AN EXISTING DAYTIME PET CARE AND OVERNIGHT BOARDING FACILITY WITHIN AN EXISTING COMMERCIAL BUILDING, AND 2) TO MAKE A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

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**APPLICANT:** Bernard Wickman

**CASE NO:** CUP-2021-0007

**LOCATION:** 30601 Canwood St. Unit B (AIN 2054-005-011)

**ENVIRONMENTAL DETERMINATION:** Exempt from the California Environmental Quality Act (CEQA) per §15301 (Existing Facilities) of the CEQA Guidelines.

**ZONING DESIGNATION:** Commercial Retail Service District – Freeway Corridor Overlay (CRS-FC)

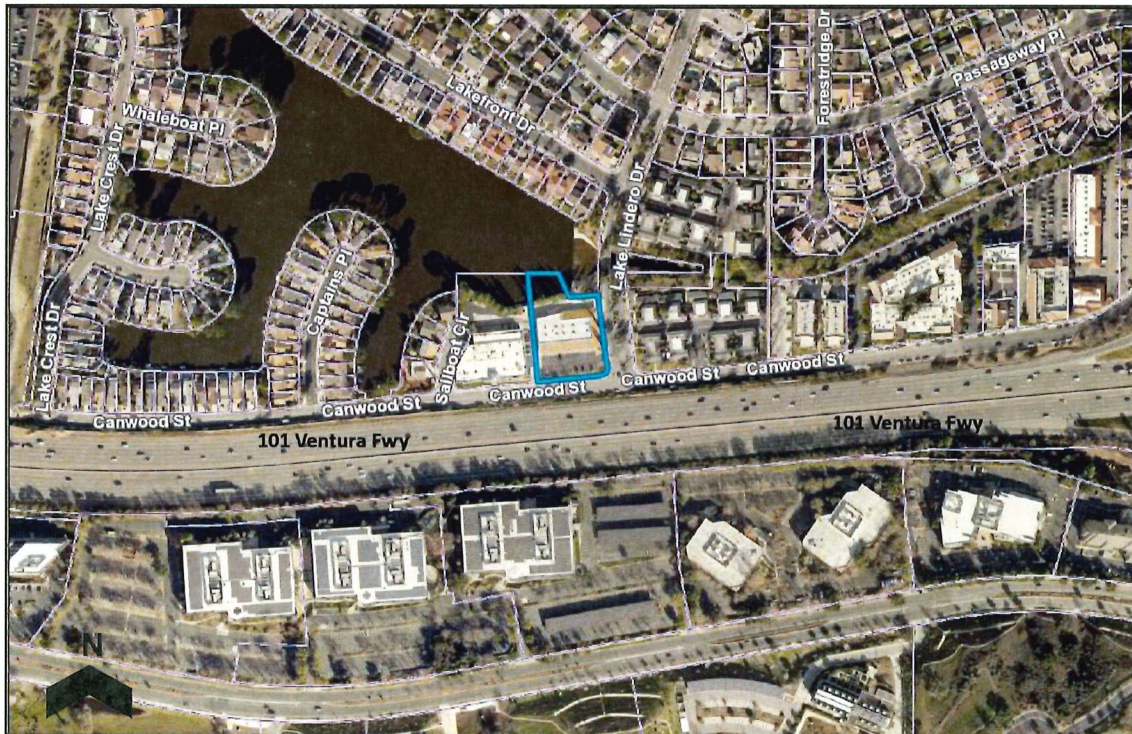
**GENERAL PLAN DESIGNATION:** Commercial Retail Service (CRS)

**RECOMMENDATION:** Staff recommends the Planning Commission approve Conditional Use Permit Case No. CUP-2021-0007 subject to conditions, based on the findings of the attached Draft Resolution.

## I. PROJECT BACKGROUND AND DESCRIPTION

Bernard Wickman, the property owner, is requesting approval of a Conditional Use Permit (CUP) to reduce the floor area of an existing daytime pet care and overnight boarding facility from 16,950 square feet (sq. ft.) to 10,537 sq. ft. within the existing commercial building (“Project”). The existing building is located on a property on the northwest corner of Canwood Street and Lake Lindero Drive, on the southeast end of Lake Lindero and north of the 101 Ventura Freeway (See Figure 1 – Vicinity Map). The building was approved under CUP-1740-(5) per Los Angeles County’s Zoning and Development Standards in 1981, prior to the City’s incorporation in 1982 and adoption of any current zoning ordinance. The property is zoned Commercial Retail Service – Freeway Corridor (CRS-FC). In 2015, the Planning Commission approved a CUP for the Paw Hills Hotel and Day Spa (“Paw Hills”), which permitted Paw Hills to occupy the entire building based on the approved site plan.

**Figure 1 – Vicinity Map**



*Source: Los Angeles County DRP GIS*

The following is a brief historical background on the discretionary approvals associated with Paw Hills: On November 12, 2014, the City Council approved Zoning Ordinance Amendment Case No. 14-ZOA-004 and adopted Ordinance No. 14-412 that allowed “daytime pet care and overnight boarding” within the CRS district with an approved CUP by the Planning Commission. On February 5, 2015, CUP-01025-2014 was approved by the Planning Commission and Resolution No. 15-1125 was adopted, that permitted the current tenant, Paw Hills, to occupy the existing space as a daytime pet care and

overnight boarding facility. The use includes pet care for dogs and cats, retail, and grooming services.

The Project was initiated by a Code Enforcement case (see attached "Notice of Violation and Order to Abate" letter), where it was observed that an unpermitted sign for "Wickmans Overstock" (furniture store) was installed and operating without a valid City Business License in the same building as Paw Hills. The previous City-approved CUP (CUP-01025-2014) included a specific floor plan for Paw Hills, which is no longer in conformance with the use's actual floor plan due to the building's new occupancy by Wickmans Overstock. As a result, the building is currently occupied by two tenants: Paw Hills and Wickmans Overstock. The abatement of the Code Enforcement violation requires several steps:

1. Paw Hills must acquire approval of a new CUP that modifies the original approved floor area of operations (Wickmans Overstock does not require a CUP);
2. Should this Project (CUP) be approved by the Planning Commission, both Paw Hills and Wickmans Overstock must acquire a building permit for the interior and exterior modifications that have already been made;
3. Both tenants must renew or acquire a valid City Business License; and
4. "Wickmans Overstock" must acquire a sign permit.

In addition to the Notice of Violation, a stop-work order was issued by the City's Building and Safety Division for the Wickmans Overstock storefront doors. The contractors for Wickmans Overstock attempted to pull building permits for the new storefront doors and the interior demising wall that caused the floor area reduction of the Paw Hills tenant space. It was then determined by Planning staff that a modification to the Paw Hills CUP would be required before building permits are allowed to be issued to both tenants.

### ***Legislative Review***

Pursuant to Agoura Hills Municipal Code (AHMC) §9312.2(D)(7) "daytime pet care and overnight boarding" is a permitted use within the CRS district, subject to an approved CUP by the Planning Commission. Additionally, AHMC §9673.3<sup>1</sup> allows the modification or amendment of an existing CUP within one year of the original approval of the CUP provided that the modification does not change the use, nor reduce, increase or alter the size and shape of the occupied area. However, the approval of the original CUP for the current use exceeds the one-year threshold and the scope includes a reduction in the approved site plan for Paw Hills from the original CUP that would, otherwise, subject

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<sup>1</sup> AHMC §9673.3: "Section 9673.2 of this chapter shall apply to an application for modification, expansion, or other change in a conditional use; provided, that minor revisions or modifications may be approved by the director if he determines that the changes would not affect the findings prescribed in section 9673.2, and the application for revision or modification is filed within one (1) year from the date the original conditional use permit becomes final, does not change the use designated in the original conditional use permit, does not increase, reduce, or alter the size or shape of the premises to which the original conditional use permit pertained, and does not extend the time in which the actual establishment of the conditional use permit or the commencement of construction under the conditional use permit shall take place."

such changes to a Director-level review and approval. For this reason, a new CUP application was processed and per AHMC §9673 the Planning Commission is the reviewing body for new CUP applications.

**Regional Housing Needs Assessment (RHNA)**

The RHNA identifies the number of residential units needed for a jurisdiction to meet their projected housing needs per RHNA cycle. The City of Agoura Hills has a proposed allocation for the 6th RHNA cycle of 318 residential units. This project does not add or remove an affordable housing unit from the City’s current RHNA allocation and the site is not included in the City’s inventory of proposed housing sites.

**II. STAFF ANALYSIS**

The existing pet daycare and overnight boarding services both dogs and cats. They provide training and cardiopulmonary resuscitation (CPR) classes for pet owners and offer retail and grooming services. The reduction in the floor area of the existing use would result in specific areas of the business to change relative to the new area of the overall use. The table below (Table 1 – Area & Use Comparison) outlines what the existing business was approved for under the original CUP and what is being proposed.

<b>Table 1 - Area &amp; Use Comparison</b>				
<b>Use</b>	<b>Existing (Original CUP)</b>		<b>Proposed</b>	
Service Area/Hallways	5,084 sq. ft.	30%	2,749 sq. ft.	25%
Day Care	4,963 sq. ft.	30%	3,033 sq. ft.	28%
Grooming	300 sq. ft.	2%	200 sq. ft.	2%
Boarding	4,744 sq. ft.	28%	3,721 sq. ft.	35%
Adoption Area	1,024 sq. ft.	6%	0 sq. ft.	0%
Reception/Retail	1,105 sq. ft.	6%	1,105 sq. ft.	10%
<b>TOTAL</b>	<b>16,950 sq. ft.</b>	<b>100%</b>	<b>10,537 sq. ft.</b>	<b>100%</b>

**Conditional Use Permit (CUP)**

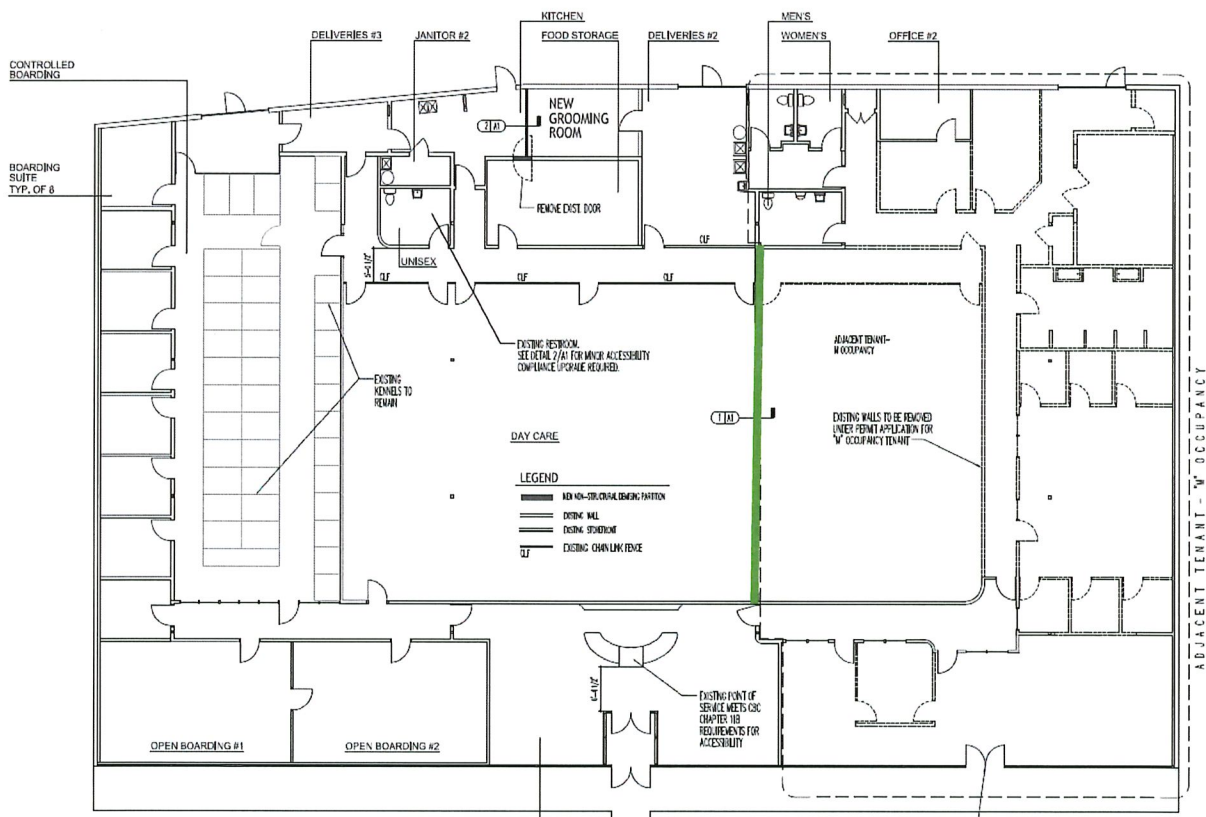
As previously mentioned, the existing daytime pet care and overnight boarding is an approved use within the CRS district subject to the approval of a CUP by the Planning Commission. As part of this CUP, the use will continue to remain, except that the business’ operational floor area will be reduced and minor adjustments to the operations will take place.

The 67-foot-average eastern portion of the full length of the building is proposed to be removed from the pet facility’s existing use by way of an interior demising wall, depicted in green in Figure 2 – Floor Plan. The existing grooming area (currently located on the eastern portion of the building) will be relocated in between the delivery receiving area and the kitchen on the northern-most portion of the building. Additionally, the existing “pet adoption” floor area will be removed as it is also within the proposed new tenant

space. Adoptions may continue but are secondary to the primary use as a daycare and boarding facility.

Hours of operation to the public will remain the same from 7:00 a.m. to 7:00 p.m., Monday thru Sunday, with 24-hour supervision for overnight boarding. The facility currently employs 15 to 20 part-time and full-time staff members and will remain the standard range after the floor area reduction. The current facility is permitted to have 100 dogs and 50 cats per the license issued by Los Angeles County Animal Control.

**Figure 2 – Floor Plan**



Source: Project Plans, 01/13/22

The business owner will continue to walk dogs for exercise on the property, only during regular operating hours. Outdoor activities were part of the conditions of approval in the original CUP and will be included for the subject CUP.

There are no proposed exterior modifications related to Paw Hills; however, a door has been added for the new tenant space currently being used by Wickmans Overstock and is subject to a building permit. Signage for Wickmans Overstock was also installed and is subject to a separate sign permit. If other exterior modifications are proposed in the future for the newly created tenant space, they will be under a separate permit. Staff will evaluate the proposed modifications and will bring them to the Planning Commission, if necessary.

The entrance to the Project area will remain in the same location and the entire front façade of the building will remain glass windows, except for the added glass storefront doors to the new leasehold. As part of the original approved CUP, the front entrance has a wooden decorative gable feature with wrought iron columns, all of which will remain. Under sign permit SIGN-01100-2015 an approval was rendered by the Planning Commission (Reso. No. 15-1130) which permits the existing sign. There are no proposed changes to the sign.

### ***Freeway Corridor (FC) Overlay District***

The goal of the FC overlay district is to establish well-designed and aesthetically-pleasing gateways into the City that showcase the City's identity through special design guidelines. The unpermitted storefront doors for Wickmans Overstock's tenant space is the only exterior modification that is subject to this CUP. The door that has been installed matches the existing glass glazing of the entire front façade of the building. Signage has also been installed and is subject to a separate sign permit consistent with the City's design regulations for signage. Since the exterior changes of the building are minor and consistent with the design of the building, and all uses are proposed to be indoors, aside from the occasional dog walks, there would be no negative effect on the compatibility of the building and the use. As part of the original CUP, the use is conditioned to remove all exterior animal waste from the property daily. Such conditions will remain with the subject CUP application.

### ***Parking***

The existing use requires one parking stall per 500 sq. ft. of gross floor area. As such, the use and original floor area required 34 parking spaces; 53 are provided. With the reduction in the Project's floor area, only 21 parking spaces will be required, leaving an excess of 32 stalls available for future tenants.

Staff also analyzed the parking conditions provided on the lot with the current uses: daytime pet care and overnight boarding and furniture store. In addition, to the 21 required spaces for the daytime pet care and overnight boarding, the furniture store requires one per 750 sq. ft. of gross floor area. Since the furniture store's gross floor area is 6,413 sq. ft., nine parking stalls are required—for a total of 30 stalls required between the two current tenants; 53 stalls are being provided and are sufficient. Parking requirements will be re-analyzed should there be new leaseholders.

## **III. Findings**

### ***A. General Plan Consistency***

**Staff finds the project will be consistent with the following applicable General Plan goals and policies:**

*Goal LU-2: City of Diverse Uses.* A mix of land uses that meet the diverse needs of Agoura Hills' residents, offers a variety of employment opportunities, and allows for the capture of regional population and employment growth.

*Goal LU-12: Diverse Districts and Corridors.* A diversity of vital and active commercial districts providing a choice of uses and activities for Agoura Hills' residents and visitors.

- Policy LU-12.2: Freeway Corridor. Accommodate the development of commercial centers within the freeway corridor to provide a strong fiscal base for the City. Facilitate the development of vacant and underutilized freeway parcels with commercial uses that capitalize on their freeway access and visibility in an aesthetically pleasing manner.

**Analysis:** The Project will retain the existing business as a pet daycare and overnight boarding facility and will create new spaces for future uses that will contribute to the diversity of uses in the City and within the Freeway Corridor. Multi-tenant buildings will help cater to the needs of the City's residents and contribute to employment growth. The Project will also retain its existing exterior features such as the "Paw Hills" signage, parking, and landscaping and will not affect visibility from the 101 Ventura Freeway. Additionally, the newly added storefront doors for Wickmans Overstock are consistent with the design of the building, in that it continues the same type of glass doors that are used for the Paw Hills storefront. Signage for Wickmans Overstock was also installed and is subject to a sign permit consistent with the City's design regulations for commercial building signs.

#### ***B. Conditional Use Permit. AHMC §9673.2(E)***

*Finding 1. That the proposed use is consistent with the objectives of this article and the purposes of the district in which the use is located.*

**Analysis:** The use as a "daytime pet care and overnight boarding facility" is located within an existing building and is allowed in the CRS-FC district subject to the approval of a CUP. Reducing the floor area of the current use has no effect on the objectives of this article and will continue to remain consistent with regard to the use and required parking. Wickmans Overstock is a furniture store and is a permitted by-right use and the modification of their tenant space is not subject to a CUP. **The Project complies with the finding.**

*Finding 2. That the proposed use is compatible with the surrounding properties.*

**Analysis:** The use is adjacent to a commercial building to the west and surrounded by residential development to the east and north. The use as daytime pet care with grooming services caters to the needs of nearby residences. The operating hours will not negatively impact the operation of other surrounding businesses. The use will be operated indoors and will provide sufficient on-site parking without impacting

neighboring commercial and residential development. **The Project complies with the finding.**

*Finding 3. That the proposed use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety, or welfare.*

**Analysis:** The use will primarily operate indoors within the existing building. Outdoor use, specifically dog walking, is conditioned such that all animal waste on the exterior is removed daily. The proposed demising wall within the building and associated tenant improvements are required to have building permits and must meet the California Building Code and the City Building Code to ensure that the development is not detrimental to public health, safety, or welfare. **The Project complies with the finding.**

*Finding 4. That the proposed use will comply with each of the applicable provisions of this article, except for approved variances or modifications.*

**Analysis:** The use and its proposed area reduction meet the CRS-FC zoning standards and parking allocation requirements. The exterior modification includes new storefront doors for the newly created tenant space that are consistent with the design and style of the existing front façade of the building. The project does not require any approval for variances or modifications. **The Project complies with the finding.**

*Finding 5. That the distance from other similar and like uses is sufficient to maintain the diversity of the community.*

**Analysis:** Two other similar establishments to Paw Hills are located 1.3 miles on Roadside Drive, and 2.7 miles on Chesebro Road as measured from the subject site on Canwood Street. There is sufficient distance and separation between the establishments to maintain the diversity of uses. **The Project complies with the finding.**

*Finding 6. That the proposed use is consistent with the goals, objectives, and policies of the general plan.*

**Analysis:** As discussed in Section III. Findings A. *General Plan Consistency* section of this report, the Project is consistent with the goals and policies of Goal LU-2 and Goal LU-12. The aforementioned goals address diversity in uses that contribute to regional population and employment growth and ensure that such developments and uses along the Freeway Corridor capitalize on the visibility and access in an aesthetically pleasing way. **The Project complies with the finding.**

### **C. Freeway Corridor (FC) Overlay. AHMC §9545.1**

*Finding 1. The project is compatible with the city's semi-rural character and does not overwhelm the city's low-intensity development style.*



**Analysis:** The use operates primarily indoors with conditioned dog-walking between the hours of 7:00 a.m. and 7:00 p.m. The Project associated with the subject CUP does not propose any exterior changes to the building that would negatively impact the City's semi-rural character. Additionally, the creation of the new tenant space as a result of this CUP, is still compatible with low-intensity development as there is a sufficient amount of on-site parking for both tenants of the lot. **The Project complies with the finding.**

*Finding 2. The project's features and space enhance the site so that the buildings are integral parts of the community fabric. To the maximum extent feasible, taking into consideration more than just economic feasibility, the project is situated on the site to maximize the views of the city's points of natural scenic beauty, such as Medea Creek, Ladyface Mountain, or Strawberry Hill.*

**Analysis:** The existing building, landscaping, and on-site parking will remain the same. There are no proposed exterior modifications that will negatively impact the scenic vistas within the City as the only exterior modification, are new storefront doors that match the existing south façade of the building, and signage to be reviewed under a separate permit and subject to the City's signage regulations. **Therefore, the finding does not apply to the Project.**

*Finding 3. Parking areas provide safe and convenient access. Parking areas are situated on the site and landscaped to avoid vast expanses of uninterrupted parking spaces. A parking study shall be prepared to determine parking adequacy.*

**Analysis:** The site is accessible through three existing driveways: two, off Lake Lindero Drive and one, off Canwood Street that is shared with an appliance store to the west. As discussed in the *Parking* section of the staff analysis, the 53 existing parking stalls are adequate for the current use. A landscape buffer between the on-site parking and the public right-of-way will be maintained. The existing parking configuration and landscaping will not be altered as part of this CUP. **The Project complies with the finding.**

*Finding 4. The site design works with the characteristics of the existing terrain and maximizes the preservation of open space to the maximum extent feasible, taking into consideration more than just economic feasibility. The existing terrain and natural contours have been incorporated into the site plan design to the maximum extent feasible, taking into consideration more than just economic feasibility. Where features of special interest such as hillsides, streams, or oak trees exist on the project site, they have been integrated into the design. The planning commission has the discretion to impose conditions as it may deem to be necessary to minimize and mitigate grading, the use of retaining walls, and the use of large flat pads.*

**Analysis:** The pet facility operates and will continue to operate within an existing building. The exterior modifications include new storefront doors for the newly created space that are consistent with the design of the full glass glazing of the south wall of the

building. Signage for the new leasehold has also been installed and requires its own permit. Other changes include an interior demising wall that will reduce the operations area of the pet facility and the relocation of the grooming area. **Therefore, the finding does not apply to the Project.**

*Finding 5. The project design avoids or mitigates significant impacts to sensitive or endangered plants and animals and sensitive plant communities such as oak woodlands or riparian habitats.*

**Analysis:** The lot is already developed and contains a structure, hardscaped parking, and landscaping. The Project modifies the interior operating space and reduces the leasehold of Paw Hills. As such, the new space, occupied by Wickmans Overstock, now has its own entrance and has been modified to include new storefront doors and signage. The exterior change does not alter the shape of the building or the structure; therefore, avoiding any significant impacts to sensitive plants and animals. **The Project complies with the finding.**

*Finding 6. The development design conveys the high-quality image envisioned in the general plan. Views of the site from the freeway, city gateways, and abutting residential areas complement and enhance the city's low intensity and semi-rural character. Line of sight studies shall be prepared to determine the visual impacts of the project.*

**Analysis:** The existing structure and lot was designed and constructed in 1981 under Los Angeles County's Zoning and Development Standards. Since there are no exterior modifications, other than the newly installed storefront doors and signage, that would alter the height, setbacks, landscaping, and parking, the development will continue to preserve its low-intensity design and scenic vistas. **The Project complies with the finding.**

*Finding 7. Building facades are articulated on all sides: There are no long, unbroken facades. The building facades are of natural, non-reflective, or low-reflective materials such as wood, stone, brick, or textured concrete. The building's predominant colors are subtle, neutral, or earth tones. Variations in rooflines are used to add interest to and reduce the massive scale of large buildings. Roof features complement the character of adjoining neighborhoods.*

**Analysis:** The existing building's south-facing façade is composed of all glass windows, and the north, east, and west facades are composed of painted white brick. The glass storefront door that was added without a permit is also consistent with the rest of the south façade, which is composed of glass. The roof is a low-pitched mansard style composed of terra cotta-colored concrete roof tiles. The building's exterior materials and colors are all existing to remain. **The Project complies with the finding.**

*Finding 8. Landscaping compliments the natural setting of the region.*

**Analysis:** There is existing landscaping along Canwood Street, Lake Lindero Drive, and lined trees that run parallel to Lake Lindero. There is a sufficient buffer between the development and the lake, as well as, between the parking lot and street. The existing landscape provides enough green space while still allowing visibility of the scenic vistas from the lot and adjacent properties. The landscaping will not change as part of this CUP, and will be maintained. **The Project complies with the finding.**

*Finding 9. Traffic, light, noise, and other environmental impacts shall be mitigated to the maximum extent feasible, taking into consideration more than just economic feasibility. A project shall not be approved if, after implementation of any required traffic mitigation measures, the project's traffic will significantly reduce the existing level of service on any local street in a residential neighborhood. A traffic study shall be prepared to determine impacts and identify mitigation measures.*

**Analysis:** As part of the original CUP for the current use as daytime pet care and overnight boarding facility, conditions to restrict outdoor walks between regular operating hours and removing exterior waste daily to mitigate disturbances to the surrounding neighborhood were implemented. Such conditions will be applied to the subject CUP. The lot also provides three driveways for egress and ingress and provides enough visibility of traffic from the driveways. **The Project complies with the finding.**

*Finding 10. If any point on any lot line of any parcel on which the development is proposed to be located is within five hundred (500) feet of any point on any lot line of any residentially zoned property (including property in any open space district in which residential uses are permitted or conditionally permitted), the project is compatible with residential uses. This finding is imposed in recognition of the impact of such developments on residential uses, including impacts on local street traffic, noise, light, security, view corridors, and other environmental impacts. The planning commission has the discretion to impose such conditions as it may deem to be necessary to ensure compatibility with residential uses, including but not limited to conditions relating to: (i)The size, scale, and configuration of the development; (ii)Glare on residential properties from outdoor lighting; (iii) Noise from loading docks, parking areas, and other outdoor areas of the development; (iv)Security in the neighborhood; (v)Traffic and circulation in the neighborhood; (vi)Landscaping and other design features to buffer the aesthetic impacts on residential properties; and (vii)Other environmental impacts.*

**Analysis:** The lot the current business and development are located on is within 500 feet of residentially zoned properties. The existing use and its proposed floor area reduction are compatible with the surrounding residential neighborhood, as the use caters to homeowners who have pets needing daycare or overnight boarding services and grooming. The front face of the building containing windows faces south towards the 101 Ventura Freeway and will not disturb or impede the privacy of surrounding residents. Additionally, the building is low in stature and contains minimal recessed lighting beneath the roof eave. The existing landscaping will not be altered and is a sufficient buffer between the building and neighbors. **The Project complies with the finding.**

#### **IV. ENVIRONMENTAL REVIEW**

The Project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and has been determined to be Categorically Exempt from the CEQA Guidelines per §15301(a) (Existing Facilities). This exemption includes negligible exterior alterations, such as a new storefront door, and interior alterations, such as interior partitions of existing structures. No significant environmental impacts are expected from the development of this project, as it proposes a reduction in the existing use to accommodate for a new tenant. No exception to this categorical exemption applies as set forth in §15300.2 of the CEQA Guidelines, including, but not limited to, subsection (c) which relates to unusual circumstances that could have a significant effect on the environment.

#### **V. RECOMMENDATION**

Based on the foregoing analysis, staff recommends that the Planning Commission approve Conditional Use Permit Case No. CUP-2021-0007, subject to the Conditions of Approval and based on the findings of the attached Draft Resolution.

This project is being presented to the Planning Commission as a result of a Code Enforcement citation and abatement order. Staff believes that modifying the existing CUP for Paw Hills is the most appropriate and expeditious means of abating the violation, provided that the applicant obtains all other necessary building permits. If the violation is not abated, however, then the property owner may be subject to a fine under the City's new administrative citation ordinance.

#### **VI. ATTACHMENTS**

1. Draft Resolution for the Conditional Use Permit with Exhibit A, Conditions of Approval
2. Project Plans
3. Existing On-site Photos
4. Notice of Violation and Order to Abate Letter
5. Stop-Work Order Notice

Case Planner: Katrina Garcia, Assistant Planner

# **ATTACHMENT 1**

Draft Resolution for the Conditional Use Permit with Exhibit A,  
Conditions of Approval

RESOLUTION NO. 22-\_\_\_\_\_

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CASE NO. CUP-2021-0007, TO REDUCE THE OCCUPIED AREA OF AN EXISTING DAYTIME PET CARE AND OVERNIGHT BOARDING FACILITY WITHIN AN EXISTING COMMERCIAL BUILDING; AND MAKING A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, HEREBY FINDS, RESOLVES AND ORDERS AS FOLLOWS:

Section 1. An application was duly filed by Bernard Wickman, with respect to the property located at 30601 Canwood Street, Unit B (Assessor's Identification No. 2054-005-011), requesting approval of a Conditional Use Permit (Case No. CUP-2021-0007) to reduce the occupied area of an existing daytime pet care and overnight boarding facility within an existing commercial building from 16,950 square feet (sq. ft.) to 10,537 sq. ft. ("Project").

Section 2. The Project has been reviewed pursuant to the California Environmental Quality Act (CEQA), and has been determined to be exempt from CEQA per §15301(a). This exemption applies to exterior and interior alterations, such as interior partitions of existing structures and negligible changes, including doors. No significant environmental impacts are expected from the development of this project, as it proposes a reduction in the existing use to accommodate for a new tenant. No exception to this categorical exemption applies as set forth in §15300.2 of the CEQA Guidelines, including, but not limited to, subsection (c) which relates to unusual circumstances that could have a significant effect on the environment.

Section 3. The Planning Commission of the City of Agoura Hills considered the Project application at a public hearing held on February 17, 2022 at 6:30 p.m. The public hearing was held in accordance with Assembly Bill 361 on an electronic platform that allowed for the applicant and members of the public to present statements and provide materials to the Commission. Notice of the time, date, means of participation in, and purpose of the aforementioned hearing was duly given and published as required by state law.

Section 4. Evidence, both written and oral, including the staff report and supporting documentation, was presented to and considered by the Planning Commission at the aforementioned public hearing.

Section 5. Conditional Use Permit (CUP). Based upon the evidence presented at the hearing, including the staff report and oral and written testimony, the Planning

Commission finds, pursuant to §9673.2.E of the Agoura Hills Municipal Code (AHMC), that:

1. The Project is consistent with the objectives and provisions of the Zoning Ordinance and the purposes of the land use district in which the use is located. The use is a permitted use in the Commercial Retail/Service (CRS) zone with the approval of a CUP. Parking is available for the existing use and excess parking is available for future tenants of the adjacent space as result of this CUP.

2. The Project is compatible with the surrounding properties. The Project site is within an existing commercial building on a previously developed commercial lot. The Project site's surrounding properties consist of a commercial building to the west, residential development to the east, a lake with residential development to the north, and the freeway to the south, across Canwood Street. The Project serves the community as a pet day care and boarding facility.

3. The Project and the conditions under which it will be operated or maintained will not be detrimental to public health, safety, or welfare. The Project is conditioned to operate within specific business hours and is conditioned to manage exterior waste daily. Any tenant improvements are subject to a building permit that will require compliance with the City's Building Code and California Building Code.

4. The Project will comply with each of the applicable provisions of the Zoning Ordinance, except for approved variances or modifications. The use is permitted with the issuance of a CUP and conditioned to limit impacts to the surrounding properties. The development, including the use, provides sufficient parking to serve the expected parking demand of the business during the daytime hours. The Project does not require modifications or variances.

5. The distance from other similar and like uses is sufficient to maintain the diversity of the community. Two other similar establishments exist in the City and are located over a mile from the subject site so as not to over-saturate the use in a limited area, but still offer options to the community.

6. The Project is consistent with the City's General Plan. The Project is consistent with the Land Use and Community Form Goal LU-2 City of Diverse Uses and LU-12 Diverse District and Corridors.

Section 6. Freeway Corridor. Based upon the evidence presented at the hearing, including the staff report and oral and written testimony, the Planning Commission finds, pursuant to §9545.1 of the Agoura Hills Municipal Code (AHMC), that:

1. The Project is compatible with the City's semi-rural character and does not overwhelm the City's low-intensity development style. The Project is contained within an existing commercial building, with the exception of conditioned outdoor use at specific

hours. The structure exists and the proposal does not include expansion or modification of the building.

2. The Project's features and space enhance the site so that the buildings are integral parts of the community fabric. To the maximum extent feasible, taking into consideration more than just economic feasibility, the Project is situated on the site to maximize the views of the City's points of natural scenic beauty, such as Medea Creek, Ladyface Mountain or Strawberry Hill. The Project preserves the views of Ladyface Mountain and the Santa Monica Mountains. The Project will not modify the height of the building that could cause visual impacts on the hillsides. The outdoor activities are limited to dog-walking during regular operating hours.

3. Parking areas provide safe and convenient access. Parking areas are situated on the site and landscaped to avoid vast expanses of uninterrupted parking spaces. The Project site contains adequate parking with an excess of 32 parking stalls that is potentially available for future tenant use within the development and does not require a parking study. The Project site also contains existing landscape to soften the existing hardscape of the on-site parking.

4. The site design works with the characteristics of the existing terrain and maximizes preservation of open space to the extent feasible. The existing terrain and natural contours have been incorporated into the site plan design. Where features of special interest such as hillsides, streams, or oak trees exist on the project site, they have been integrated into the design. The Planning Commission has the discretion to impose conditions as it deems necessary to minimize and mitigate grading, the use of retaining walls, and the use of large flat pads. Currently, the site is sufficiently developed to accommodate the use both inside the existing building and outside for the parking area. No modification to the site layout is proposed.

5. The Project design avoids or mitigates significant impacts to sensitive or endangered plants and animals and sensitive plant communities such as oak woodlands or riparian habitat. The Project does not require the removal of any sensitive communities or oak woodland since the use is located in an existing building on a fully developed lot with limited outdoor activities, as conditioned.

6. The development design conveys the high quality image envisioned in the general plan. Views of the site from the freeway, city gateways, and abutting residential areas complement and enhance the City's low-intensity and semi-rural character. The Project is contained in an existing development that protects visual impacts and the parking lot is screened by the building and surrounding hilly topography thereby preserving the high quality image of the City.

7. Building facades are articulated on all sides: There are no long, unbroken facades. The building facades are of natural, non-reflective or low-reflective materials such as wood, stone, brick, or textured concrete. The building consists of brick and glass windows with roof features that complement the character of adjoining neighborhoods.



The Project's exterior modifications are limited to new storefront doors and does not include modifications to the exterior building colors and materials.

8. Landscaping compliments the natural setting of the region. Landscaping is provided parallel to Canwood Street and Lake Lindero Drive, as well as, the lake at the rear of the building. The project will not modify the existing landscaping.

9. Traffic, light, noise, and other environmental impacts shall be mitigated to the maximum extent feasible, taking into consideration more than just economic feasibility. The Project is conditioned to restrict outdoor activity during regular business hours and to remove exterior waste to avoid disturbances to residential neighborhoods. Minimal lighting exists around the building and will not be modified.

10. If any point on any lot line of any parcel on which the development is proposed to be located is within five hundred (500) feet of any point on any lot line of any residentially zoned property (including property in any open space district in which residential uses are permitted or conditionally permitted), the Project is compatible with residential uses. This finding is imposed in recognition of the impact of such developments on residential uses, including impacts on local street traffic, noise, light, security, view corridors, and other environmental impacts. The Planning Commission has the discretion to impose such conditions as it may deem to be necessary to ensure compatibility with residential uses, including but not limited to conditions relating to: (i) The size, scale and configuration of the development; (ii) Glare on residential properties from outdoor lighting; (iii) Noise from loading docks, parking areas, and other outdoor areas of the development; (iv) Security in the neighborhood; (v) Traffic and circulation in the neighborhood; (vi) Landscaping and other design features to buffer the aesthetic impacts on residential properties; and (vii) Other environmental impacts. The Project is surrounded by residential use on the east and north, but the current operations and the conditions, that have been implemented to mitigate disturbances, will be maintained.

Section 7. Based on the aforementioned findings, the Planning Commission hereby approves Case No. CUP-2021-0007, subject to the conditions attached hereto as Exhibit A, with respect to the property described in Section I hereof.

Section 8. The Secretary of the Planning Commission shall certify to the passage, approval, and adoption of this resolution, and shall cause this resolution and its certification to be entered in the Book of Resolutions of the Planning Commission of the City.

PASSED, APPROVED, and ADOPTED this 17<sup>th</sup> day of February 2022, by the following vote to wit:

AYES: (0)  
NOES: (0)  
ABSENT: (0)  
ABSTAIN: (0)

---

Murtaza Mogri, Chairperson

---

Lukas Quach, Secretary

**EXHIBIT A**  
**CONDITIONS OF APPROVAL**  
**(Case No. CUP-2021-0007)**

*The following conditions supersede and replace the conditions of approval associated with Case No. CUP-01025-2014 and approved by Planning Commission Resolution No. 15-1125.*

**PLANNING DIVISION**

1. This decision, or any aspect of this decision, can be appealed to the City Council within fifteen (15) days from the date of Planning Commission action, subject to filing the required forms and related fees with the City.
2. The approval of this permit shall not be effective for any purpose until the Applicant has agreed in writing that the Applicant is aware of, and accepts, all Conditions of this Permit with the Planning Division.
3. Except as modified herein, the approval of this action is limited to, and requires complete conformation to the approved labeled exhibits: Site Plan, Floor Plan, and Partial Elevation Plan.
4. If any provision of these permits is held or declared invalid, the approval shall be void and the privileges granted hereunder shall lapse.
5. If any condition herein is violated, the permit shall be suspended and the privileges granted hereunder shall lapse; provided that the Applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
6. All requirements of the Agoura Hills Municipal Code and of the specific zoning designation of the subject property must be complied with unless set forth in this permit or on the approved Site Plan.
7. Unless this permit is used within two (2) years from the date of City approval, Conditional Use Permit Case No. CUP-2021-0007 will expire. A written request for a one (1) year extension may be considered prior to the expiration date.
8. Operation of the use shall not be granted until all Conditions of Approval have been complied with as determined by the Planning Director.
9. The applicant shall comply with all applicable Public Health Statutes, Ordinances, and Regulations related to the disposal of sewage and waste.
10. All outstanding fees owed to the City, if any, shall be paid by the applicant within thirty (30) days from the date of this approval.
11. All tenant improvements shall comply with the requirements of the Building and Safety Department.

12. The applicant shall comply with any requirements of the Los Angeles County Fire Department prior to the issuance of a Building Permit.
13. The applicant or business owner shall obtain or renew their business license from the City of Agoura Hills prior to issuance of a Building Permit and shall comply with all business license requirements.
14. The Applicant, and property owner(s), and their successors in interest, shall indemnify, defend and hold harmless the City, its officials, officers, agents and employees (collectively "Indemnitees") from and against any and all claims, actions, lawsuits, damages, losses and liabilities arising or resulting from the granting of this approval by the City or the exercise of the rights granted by this approval. This indemnification obligation shall include, but not be limited to, paying all fees and costs incurred by legal counsel of the City's choice in representing the Indemnitees in connection with any such claims, actions or lawsuits, any expert fees, and any award of damages, judgments, verdicts, court costs or attorneys' fees in any such claim, action or lawsuit. The City shall promptly notify Applicant and property owners of any claim, action, or proceeding and the City shall reasonably cooperate in the defense. In the event such a legal action is filed, the City shall estimate its expenses for litigation. Applicant or property owners shall deposit such amount with the City or enter into an agreement with the City to pay such expenses as they become due. Applicant and property owners shall reimburse the City, and each of the Indemnitees for any and all legal expenses and costs incurred by it in enforcing the indemnity herein provided. Although the Applicant is the real party in interest in an action, the City may, at its sole discretion, participate in the defense of the action, but such participation shall not relieve the Applicant of any obligation under this condition.

#### **SOLID WASTE MANAGEMENT STANDARD CONDITIONS**

15. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused, or recycled, the applicant shall submit a "Waste Reduction & Recycling Plan" to the City for review and approval. The plan shall provide for at least 50% of the waste generated on the project to be diverted from the landfill. Plans shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The plan shall be submitted to and approved by the Community Development Department prior to issuance of a building permit. The plan shall include the following information: material type to be recycled, reused, salvaged, or disposed; estimated quantities to be processed, management method used, and destination of material including the hauler name and facility location. The City's Waste Reduction & Recycling Plan for or a similar format shall be used.
16. The project shall comply with the plan and provide for the collection, recycling, and/or reuse of materials (i.e. concrete, wood, metal, cardboard, green waste, etc.) and document results during demolition and/or construction of the proposed project. After completion of demolition and/or construction, the applicant shall complete a Waste Reduction & Recycling Summary Report and provide legible copies of weight tickets,

receipts, invoices or letters of verification for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, the applicant shall provide documentation, on the disposal facility's letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused and the project generating the discarded materials. The Waste Reduction & Recycling Summary Report shall be submitted and approved prior to issuance of a certificate of occupancy, or final inspection if issuance of a certificate of occupancy is not applicable.

17. The applicant shall arrange for materials collection during construction, demolition, and occupancy with a City permitted hauling company, or shall arrange for self-hauling to an authorized facility.

### **SPECIAL CONDITIONS**

18. Any proposed outdoor fencing shall be subject to the review and approval by the Planning Commission.
19. Any new outdoor lighting shall be subject to approval by the Planning Commission.
20. The existing on-site landscaping shall be maintained. Any modifications to the on-site landscaping shall be subject to approval by the Planning Commission.
21. No temporary or permanent structure is permitted to be erected on the property as part of this approval.
22. Off-site parking for this use is prohibited.
23. No pets shall be taken outside other than between the hours of 7:00 a.m. and 7:00 p.m. for exercise within the property boundaries. The pet exercise activity shall not disturb neighboring property occupants. The business shall remove all exterior animal waste from the property on a daily basis.
24. Permitted business hours are from 7:00 a.m. through 7:00 p.m. each day of the week. No pet is allowed to be retrieved after 7:00 p.m. unless for emergency care.
25. All new roof-top and ground-mounted equipment for this use shall be screened from public view from the adjacent roadways and surrounding properties to the satisfaction of the Community Development Director.
26. A minimum of 21 parking spaces shall be provided on-site for this use and shall be pin-striped per City standards.
27. The applicant or business owner is required to obtain or renew the necessary licenses from the Los Angeles County Animal Care and Control Department prior to operate the business.

28. Pursuant to the Agoura Hills Municipal Code (AHMC) §9673.5 – Use Permit to run with the Land, the City of Agoura Hills shall be notified of any change of ownership within ninety (90) days of its occurrence.

#### **BUILDING & SAFETY DIVISION**

29. All buildings and structures to be constructed, altered, or change of use proposed as part of the Project shall be designed and constructed in accordance with all applicable regulations and standards of the City's Building Code, Fire Code and any related Building Standards Code as determined by the Building Official and Fire Marshal; and all other applicable provisions of the AHMC which are adopted and in effect at the time of issuance of a building permit.
30. Hours of construction shall be limited to the following: 7:00 AM to 7:00 PM Monday through Saturday, no work on Sundays and Holidays. All construction workers shall be respectful of the surrounding neighborhood and keep non-construction related noise to a minimum prior to, during, and after permissible construction hours.
31. All staging and storage of construction equipment and materials, including the construction dumpster, shall be on-site only. The Property Owner must obtain written permission from adjacent property owners for any construction staging occurring on adjacent property.
32. Compliance with the following noise standards shall be required with at all times:
- a. No construction equipment shall be operated without an exhaust muffler, and all such equipment shall have mufflers and sound control devices (i.e., intake silencers and noise shrouds) that are no less effective than those provided on the original equipment;
  - b. All construction equipment shall be properly maintained to minimize noise emissions;
  - c. If any construction vehicles are serviced at a location onsite, the vehicle(s) shall be setback from any street and other property lines so as to maintain the greatest distance from the public right-of-way and from Noise Sensitive Receptors;
  - d. Noise impacts from stationary sources (i.e., mechanical equipment, ventilators, and air conditioning units) shall be minimized by proper selection of equipment and the installation of acoustical shielding as approved by the Planning Manager and the Building Official.
  - e. Stationary source equipment (i.e., compressors) shall be located so as to maintain the greatest distance from the public right-of-way and from Noise Sensitive Receptors.
33. In the event three citations are issued in connection with the Project for violations of these Conditions of Approval or for other violations of the AHMC, Project construction shall be stopped until such time that it is determined to the satisfaction of the Community Development Director, that causes of such violations have been

eliminated or corrected and that the Project will be able to proceed in full compliance with these Conditions of Approval and the AHMC.

#### **PUBLIC WORKS DEPARTMENT**

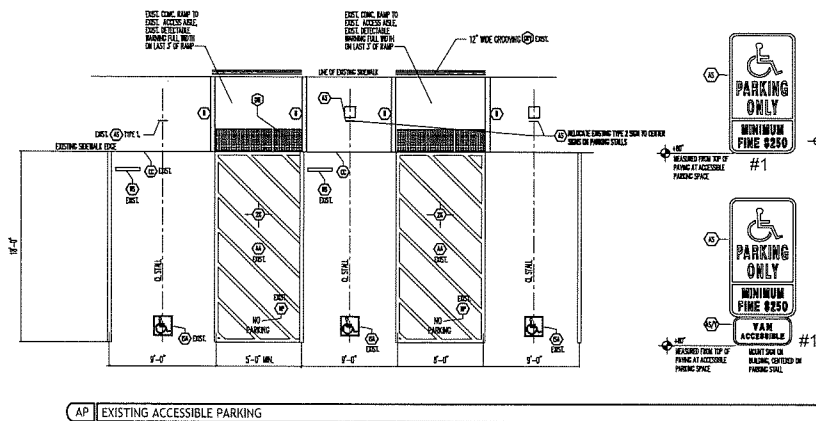
34. Prior to permitting, the applicant shall submit a title report not older than 30 days.
35. Prior to permitting, all required plans and studies shall be prepared by a Registered Professional Engineer in the State of California, and submitted to the City Engineer for review and approval.
36. Prior to permitting, the applicant shall provide a copy of the proposed BMP covenant to the City Engineer for review and approval.
37. Prior to permitting, applicant shall retrofit all existing drains on the site for pollutants identified by the City Engineer to comply with National Pollutant Discharge Elimination System (NPDES) requirements, submit a report indicating BMP practices to be used during normal operations (i.e., install, maintain/refill mutt mitt dispensers), and add signage about sensitivity of water quality and urge owners to pick up dog waste. The plans shall include details of sign to be installed for water quality by the creek.
38. Prior to issuance of Certificate of Occupancy or final inspection, all remaining fees/deposits required by the Engineering Department must be paid in full.
39. Prior to issuance of Certificate of Occupancy or final inspection, all requirements including construction of improvements in condition number 37, must be completed to the satisfaction of the City Engineer.
40. Prior to issuance of Certificate of Occupancy, the applicant's Engineer shall submit a set of MYLAR, Record (as-built) Drawings, for off-site improvements, to accurately reflect the constructed improvements. This set of Record Drawings reflecting all change orders during construction, must be submitted to the City via City's inspection prior to scheduling of final inspection for acceptance of the improvements. *No final inspection will be scheduled and subsequently no release of securities, posted for the project, if any, will take place unless MYLAR, Record (As-built) Drawings, satisfactory to the City, are submitted.*
41. Prior to issuance of Certificate of Occupancy, the applicant shall record a covenant for continued storm water maintenance, using City-approved forms, with the Los Angeles County. An electronic copy of this document is available on the City's website: [www.agourahillscity.org](http://www.agourahillscity.org).

END

# **ATTACHMENT 2**

Project Plans





### KEY TO ACCESSIBLE PARKING COMPLIANCE DETAILS

- (A) 2% MAX. SLOPE EACH WAY AT LANDINGS, AT ACCESSIBLE PARKING STALL AND AT ADJACENT LANDING AREA.
- (B) CONCRETE CURB
- (C) CONCRETE SIDEWALK
- (D) ACCESSIBLE SIGN #1 - P-903 (CA) IDENTIFIED ON STALL, CALIFORNIA DISABLED PARKING SIGN, MINIMUM FINE \$250
- (E) DETECTABLE WARNING
- (F) INTERSTITIAL STUBS OF ACCESSIBILITY SP 1.3" (OUTSIDE BORDER DIMENSIONS) PAINT BORDER AND SYMBOL WHITE, PAINT BACKGROUND DARK BLUE.
- (G) 12" WIDE CROWDING @ CURB
- (H) RECESSED SIGN #3 - P-903 (CA) IDENTIFIED ON STALL, CALIFORNIA DISABLED PARKING SIGN, MINIMUM FINE \$250
- (I) POST THIS SIGN AT CURB TO INDICATE TO OFF-STREET PARKING PATRONS OF MAXIMUM 12' ADJACENT TO EACH ACCESSIBLE PARKING STALL. THE SIGN SHALL BE NOT LESS THAN 14" WIDE X 22" HIGH WITH LETTERING 1" HIGH MINIMUM. THE RELOCATION ADDRESS FOR TOWED VEHICLES AND THE "NO BY TELEPHONE" NUMBER SHALL BE APPLIED TO THE SIGN IN LETTERS 1" HIGH MINIMUM.
- (J) RECESSED SIGN #1 - P-903 (CA) IDENTIFIED ON STALL, CALIFORNIA DISABLED PARKING SIGN, MINIMUM FINE \$250
- (K) ACCESSIBLE SIGN #1 - P-903 (CA) ENFORCEMENT/TOWING SIGN. SEE SHEET SIZE FOR LOCATIONS. SIGN SHALL INCLUDE THE ADDRESS WHERE THE TOWED VEHICLE MAY BE RECLAIMED AND THE TELEPHONE NUMBER OF THE LOCAL TRAFFIC LAW ENFORCEMENT AGENCY.
- (L) POST FOR SIGN: BARRIER EXIST OR EQUAL, CALIF. STEEL 1/2" CHANNEL
- (M) ACCESSIBLE SIGN #1 - P-903 (CA) IDENTIFIED ON STALL, CALIFORNIA DISABLED PARKING SIGN, VAN ACCESSIBLE.
- (N) RECESSED SIGN #1 - P-903 (CA) IDENTIFIED ON STALL, CALIFORNIA DISABLED PARKING SIGN, VAN ACCESSIBLE.
- (O) 4" LONG PRECAST CONCRETE IN-SET STEP

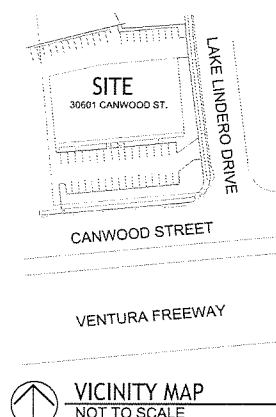
**ADD NEW DEMISING WALL AT EXISTING PET HOTEL**

**VALUATION OF WORK: \$2,000**

BUILDING DATA			
OCCUPANCY GROUP:	B	EXITS REQUIRED:	2
EXIST. CONSTRUCTION TYPE:	V8	EXITS PROVIDED:	2
	NOT SPRINKLED	RESTROOMS REQUIRED:	1
AREA PRIOR TO SUBDIVIDE:	16,950 SF	AREA AFTER SUBDIVIDE:	10,537 SF
OCCUPANT LOAD AFTER SUBDIVIDE:	39	RESTROOMS PROVIDED:	1 (ACCESSIBLE)
FINISH REQUIREMENTS			
INTERIOR WALL AND CEILING FINISHES TO COMPLY WITH CBC TABLE B03.9			
EXIT ENCLOSURES AND EXIT PASSAGeways: CLASS B			
CORRIDORS: CLASS C			
ROOMS AND ENCLOSED SPACES: CLASS C			

### KEY TO SITE PLAN

- 1 ACCESSIBILITY COMPLIANCE UPGRADE REQUIRED ON EXIST. SIGN; PROVIDE ADDRESS WHERE TOWED VEHICLE MAY BE RECLAIMED; PROVIDE TELEPHONE NUMBER FOR LOCATION FOR TOWED VEHICLES
- 2 ACCESSIBILITY COMPLIANCE UPGRADE REQUIRED; PROVIDE SIGN PER DETAIL "AP" ITS SIGN TYPE #3; PROVIDE ADDRESS WHERE TOWED VEHICLE MAY BE RECLAIMED; PROVIDE TELEPHONE NUMBER FOR LOCATION FOR TOWED VEHICLES
- 3 EXISTING SIDEWALK TO REMAIN
- 4 EXISTING TRASH ENCLOSURE TO REMAIN
- 5 EXISTING DRIVEWAY TO REMAIN
- 6 EXISTING LANDSCAPING TO REMAIN
- 7 SPARE NOTE
- 8 EXISTING PARKING TO REMAIN



### REQUIRED PARKING CALCULATION

- REQUIRED PARKING FOLLOWING SUBDIVIDE:
- 10,537 SF PAW HILLS @ 1 STALL PER 500 SF:
  - 21 STALLS REQUIRED
  - 6,413 SF FURNITURE SHOWROOM @ 1 STALL PER 750 SF:
  - 9 STALLS REQUIRED
- 30 STALLS REQUIRED**  
**53 STALLS PROVIDED**

### CODE REFERENCES

- (2019 VERSIONS, INCLUDING ALL ADOPTED LOCAL AMENDMENTS)
- BUILDING: CALIFORNIA BUILDING CODE
  - ACCESSIBILITY: CALIFORNIA TITLE 24 ACCESSIBILITY CODE
  - ELECTRICAL: CALIFORNIA ELECTRICAL CODE
  - MECHANICAL: CALIFORNIA MECHANICAL CODE
  - PLUMBING: CALIFORNIA PLUMBING CODE
  - FIRE: CALIFORNIA FIRE CODE
  - ENERGY: CALIFORNIA ENERGY CODE

### CONTACTS

ARCHITECT	DINER
GARY KERR LIC. #359653 630-290-9823 gary@kerrarchitect.com	TRACE SKORNTAN 30601 CANWOOD STREET SPACE "B" AGOURA HILLS, CA 91301

### SCOPE OF WORK

- AREA PRIOR TO SUBDIVIDE: 16,950 SF
- AREA AFTER SUBDIVIDE: 10,537 SF
- PROVIDE NEW NON-STRUCTURAL/NON-FIRED DEMISING WALL DIVING THE EXISTING PAW HILLS AND AN ADJACENT FURNITURE WAREHOUSE.
- (FURNITURE SHOWROOM PORTION UNDER SEPARATE PERMIT).

PROVIDE ACCESSIBILITY UPGRADES TO EXISTING ACCESSIBLE PARKING SIGNAGE, REPLACE EXISTING NON-COMPLIANT TOWED SIGN IN RESTROOM FOR FLUSH HANDLE COMPLIANCE. (APPROXIMATELY \$200 VALUATION TOTAL)

NEW STOREFRONT DOORS SHALL BE PROVIDED UNDER THE TENANT IMPROVEMENT PERMIT FOR THE ADJACENT FURNITURE STORE. TREATMENT NO OTHER CHANGES TO THE EXTERIOR OF THE BUILDING ARE PROPOSED.

### LEGAL DESCRIPTION/PARCEL NUMBER

LEGAL DESCRIPTION: 1/8" PARCEL MAP AS PER BK 127 P 20 OF PM LOT 2  
AP#: 205-4065011

### ZONING

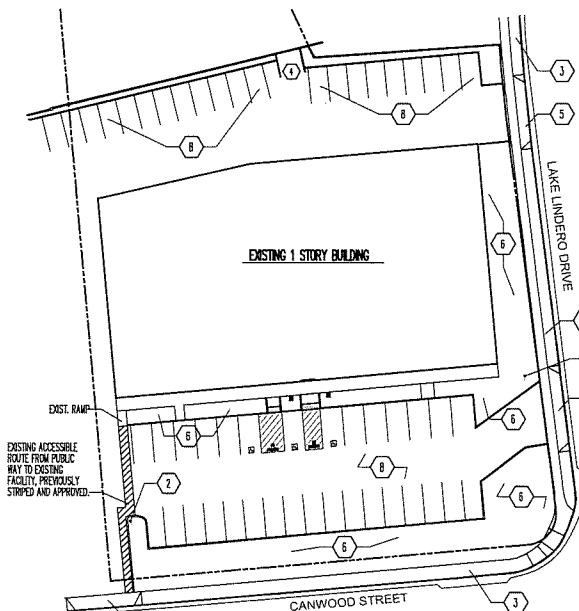
CDS-7C

### WARRANTY LIMITATION

The Architect and his consultants do not warrant or guarantee the accuracy and completeness of the work product herein beyond a reasonable diligence. If any mistakes, omissions, or discrepancies are found within the work product, the Architect shall be promptly notified so that he may have the opportunity to take whatever steps necessary to resolve them.

Failure to promptly notify the Architect of such conditions shall oblige the Architect from any responsibility for the consequences of such failure.

Actions taken without the knowledge and consent of the Architect, or in contribution to the Architect's work product or representations shall become the responsibility of the parties responsible for taking such action.



**GKA**

REGISTERED PROFESSIONAL ARCHITECT  
GARY KERR ARCHITECT  
272 BITTERN DRIVE  
JOHNSTOWN, CA 90334



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DATE: 09/15/22  
BY: 09/15/22 PLAN: RBT, CORRECTIONS

### CODE REFERENCES

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- MECHANICAL: CALIFORNIA MECHANICAL CODE
- PLUMBING: CALIFORNIA PLUMBING CODE
- FIRE: CALIFORNIA FIRE CODE
- ENERGY: CALIFORNIA ENERGY CODE

**PAW HILLS**  
Pet Hotel & Dry Spas  
30601 CANWOOD STREET, SPACE "B"  
AGOURA HILLS, CALIFORNIA 91301

### CONTACTS

ARCHITECT: GARY KERR, LIC. #359653, 630-290-9823, gary@kerrarchitect.com  
DINER: TRACE SKORNTAN, 30601 CANWOOD STREET SPACE "B", AGOURA HILLS, CA 91301

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AP#: 205-4065011

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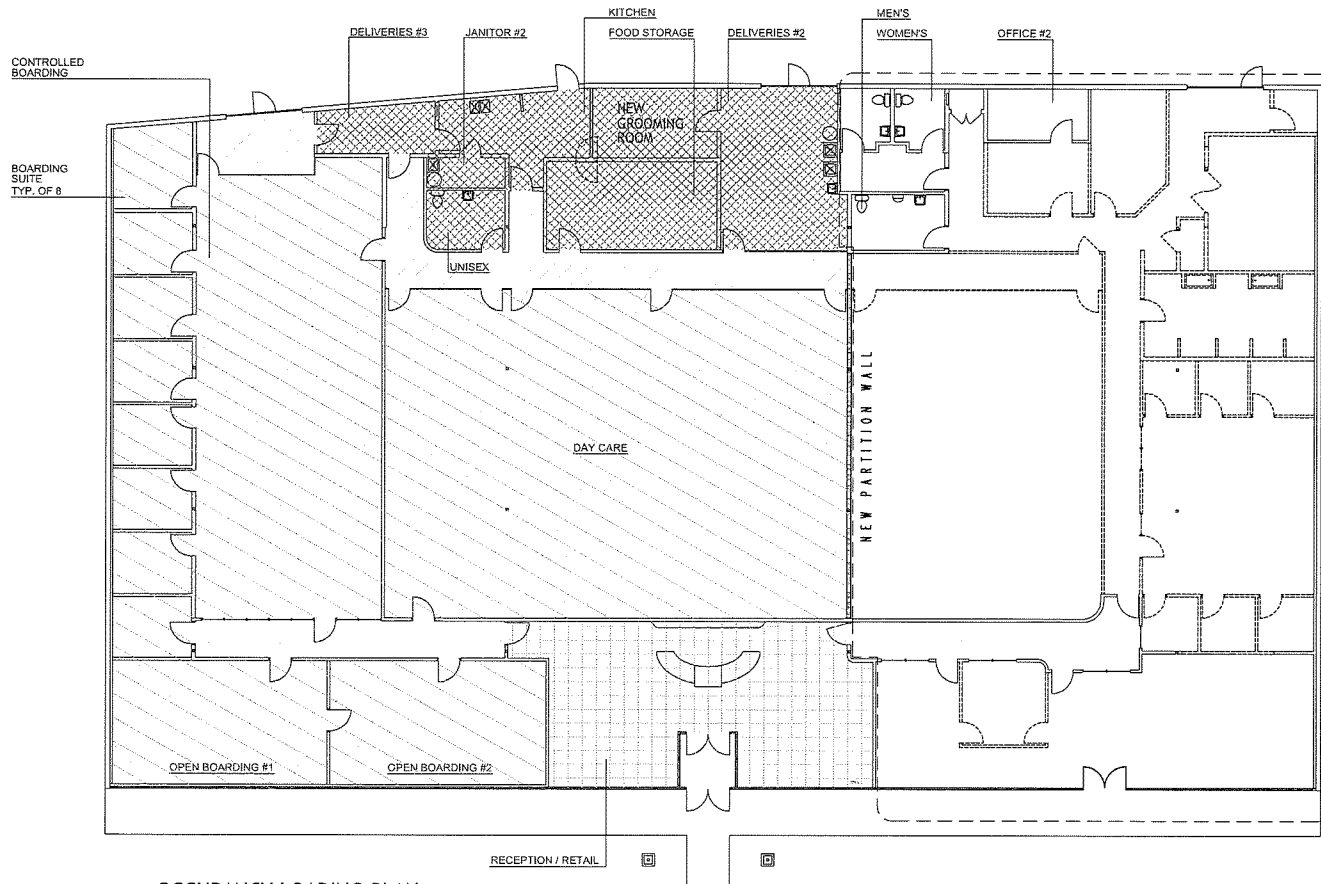
CDS-7C

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**OCCUPANCY LOADING PLAN**  
 1/8" = 1'-0"

OCCUPANT LOAD ANALYSIS		PER CBC TABLE 1004.1.2		10,537 SF			
FUNCTION OF SPACE	OCCUPANCY LOAD FACTOR	AREA	# OF OCCUPANTS	FUNCTION OF SPACE	OCCUPANCY LOAD FACTOR	AREA	# OF OCCUPANTS
BOARDING	1/200	6628 SF	33	STORAGE/RECI/RT	1/200	1370	5
RECEPTION/RETAIL	1/70	1015 SF	11				
EXCLUDED AREA (PALLIATS)	-	1294 SF	-				
TOTAL OCCUPANTS			39	2 EXITS REQUIRED			

**GKA**

GARY KERR, ARCHITECT  
 272 BITTERN DRIVE  
 JOHNSTOWN, CO 80534



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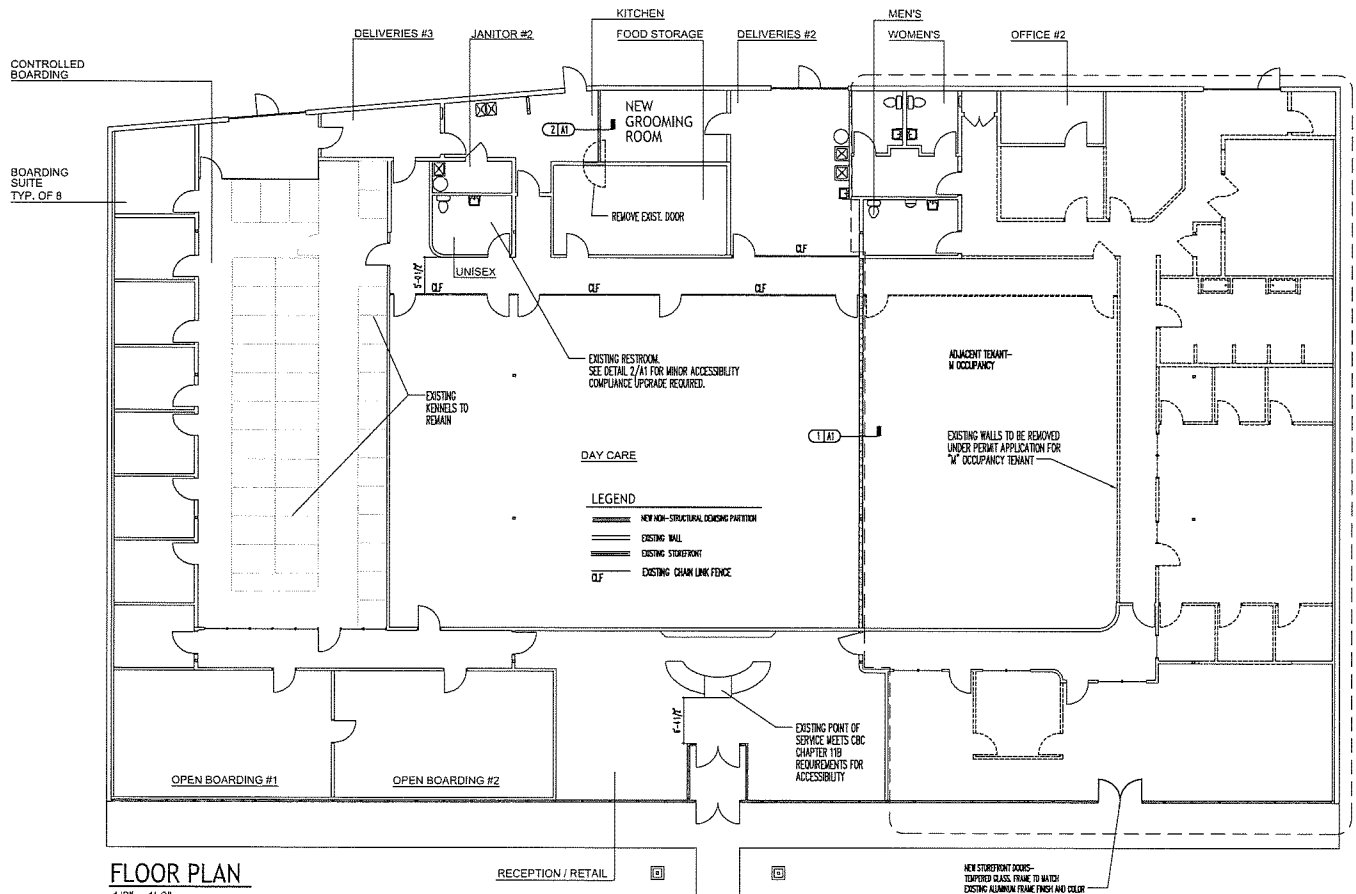
**ISSUE DATES**

08/13/21 PLAN CHECK  
 07/15/22 PLANNING DEPT. CORRECTIONS

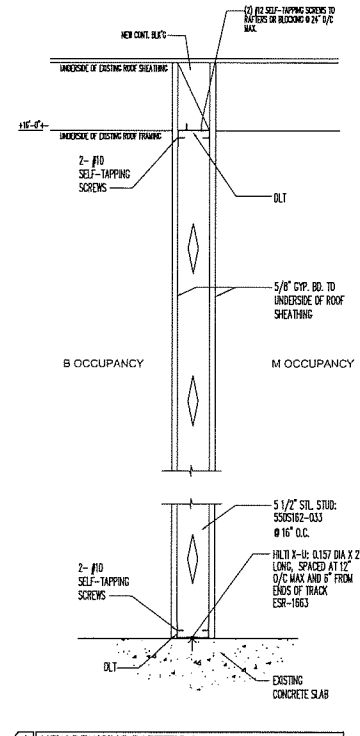
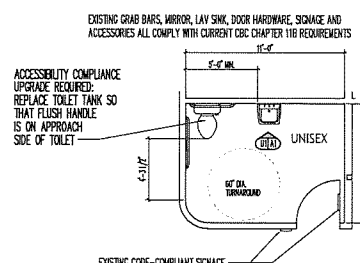
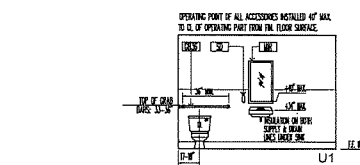
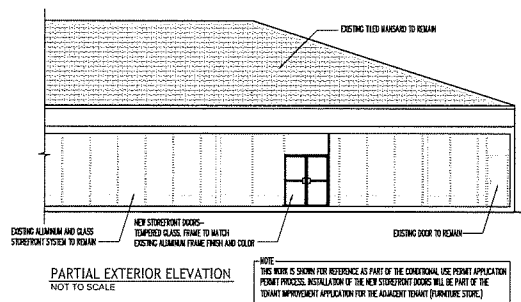
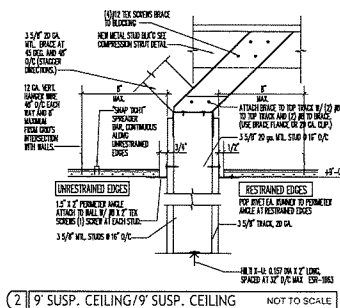
**PAWHILLS**  
 For Pets, Food & Drug Store  
 30601 CANWOOD STREET, SPACE "B"  
 AGOURA HILLS, CALIFORNIA 91301

OCCUPANCY LOADING PLAN

A0



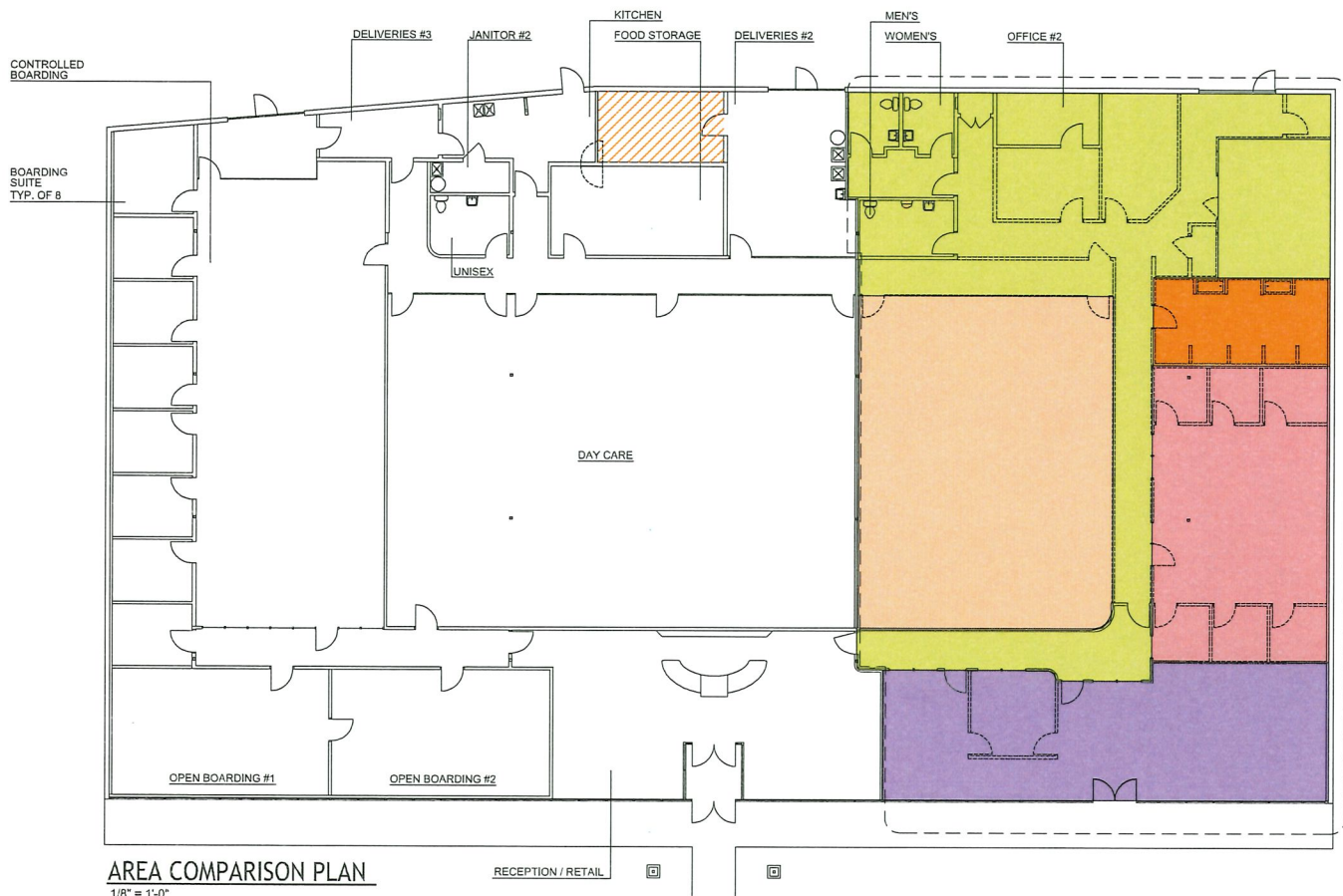
**FLOOR PLAN**  
1/8" = 1'-0"



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**ISSUE DATES**  
08/13/20 PLAN CHECK  
09/13/22 PLANNING DEPT. COMMENTS





**AREA COMPARISON PLAN**  
1/8" = 1'-0"

**AREA COMPARISON-**  
ORIGINAL C.U.P. APPLICATION / PROPOSED ADJUSTMENTS

ORIGINAL C.U.P. APPLICATION	USE	PROPOSED ADJUSTMENT
5,084 SF / 30%	2,335 SF REDUCTION SERVICE AREAS/ HALLWAYS	2,749 SF / 25%
4,693 SF / 30%	1,660 SF REDUCTION DAY CARE	3,033 SF / 28%
300 SF / 2%	100 SF REDUCTION GROOMING	200 SF / 2% RELOCATED GROOMING SPACE
4,744 SF / 28%	1,023 SF REDUCTION BOARDING	3,721 SF / 35%
1,024 SF / 6%	1,024 SF REDUCTION ADOPTION AREA	0 SF / 0%
1,105 SF / 6%	RECEPTION/RETAIL	1,105 SF / 10%
16,950 SF / 100%	TOTAL AREA / PAW HILLS	10, 537 SF / 100%

AREA TO BE REMOVED FROM ORIGINALLY APPROVED PAW HILLS



GARY KERR, ARCHITECT  
272 BITTERN DRIVE  
JOHNSTOWN, CO. 80534



These drawings are instruments of service and are the property of Gary Kerr, Architect. All designs and information on these drawings are for use on the specified project only, and shall not be used for other sites or purposes without the written permission of Gary Kerr, Architect.

ISSUE DATES  
09/15/21 PLAN CHECK  
01/15/22 PLANNING DEPT. CORRECTIONS

**PAW HILLS**  
Pet Food & Day Spa  
30601 CANWOOD STREET SPACE 'B'  
AGOURA HILLS, CALIFORNIA 91301

AREA COMPARISON PLAN

ACP

# **ATTACHMENT 3**

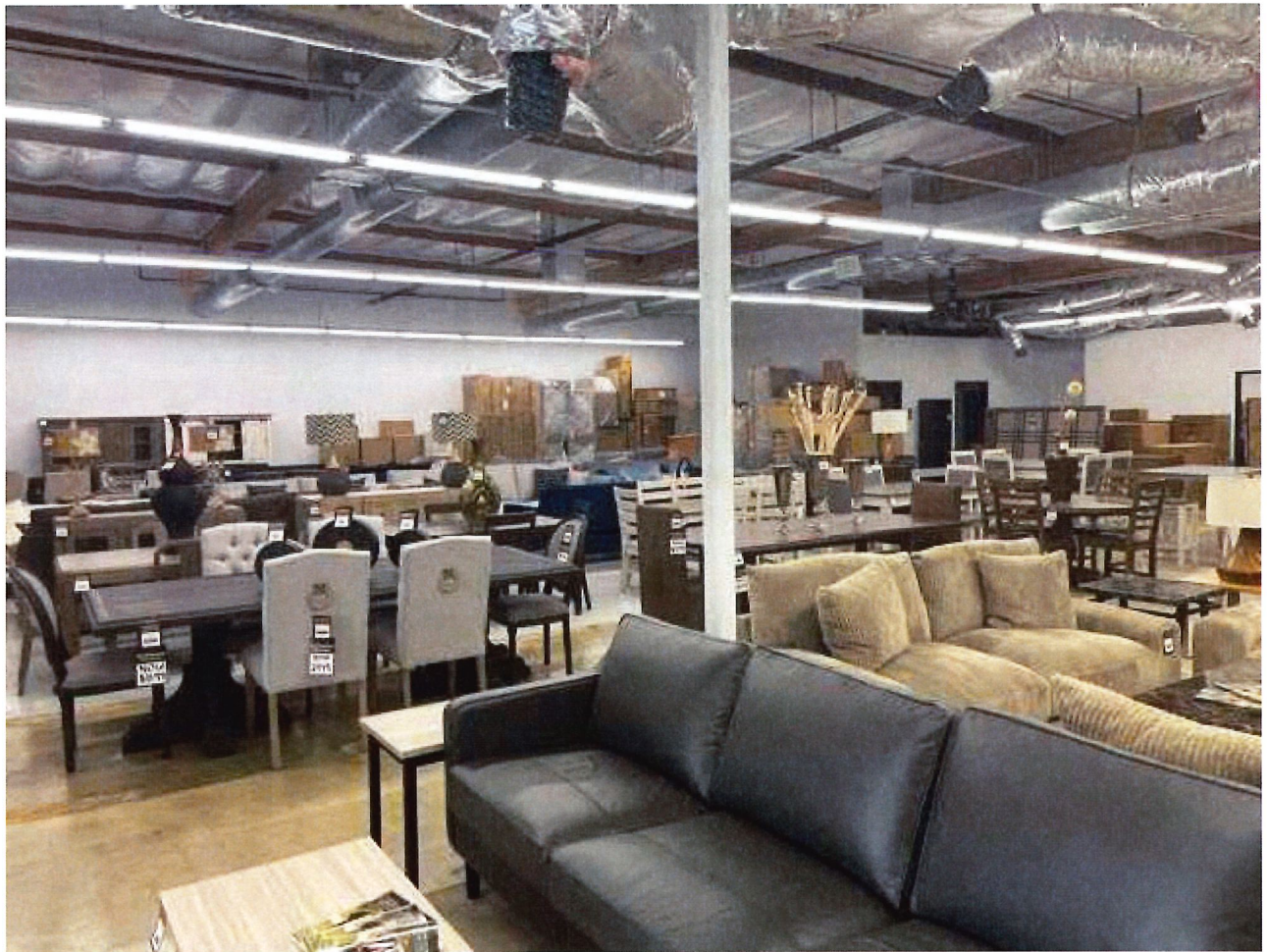
Existing On-site Photos











## **ATTACHMENT 4**

Notice of Violation and Order to Abate Letter



*"Gateway to the Santa Monica Mountains National Recreation Area"*

## **NOTICE OF VIOLATION AND ORDER TO ABATE**

June 14, 2021

Bernie Wickman  
30601 Canwood Street  
Agoura Hills CA 91301

Dear Bernie Wickman,

**The City of Agoura Hills Code Compliance has been made aware of a non-permitted sign on your property at 30601 Canwood Street (Wickman Overstock) and that you're operating without a valid City of Agoura Hills Business License. An exterior inspection of your property was performed on June 3, 2021. Although you may not be aware, the following violations of the City of Agoura Hills Municipal Code exists on your property.**

### **Violation of the Agoura Hills Municipal Code:**

#### **9655.1. - Applicability.**

No person shall place, erect, modify, alter or repaint, or permit the placement, erection, modification, alteration or repainting of any sign, unless otherwise specifically exempted by this part, without first obtaining a sign permit in accordance with the provisions of this division. All signs shall be erected and maintained in conformity with this division. The standards regarding number and size of signs regulated by this division are maximum standards unless otherwise stated.

#### **9655.5. - Application and review procedures for permanent signs.**

A. Sign permit. Permanent signs shall only be constructed, displayed or altered with sign permit approval by the director or appropriate decision-making body. Sign permits shall be prepared, filed, processed, and approved or denied in compliance with this section.

C. Review and approval authority. A sign permit shall be approved or disapproved by the director in compliance with the criteria set forth in subsection D. and the provisions of this part.

#### **6802. - Business license and fee required.**

(a) Business license required.(1)No person shall conduct any business in the city without first having obtained a business license, paid the applicable business license fee and complied with any and all applicable provisions of this Code.

Page 2.

**Bernie Wickman**  
**30601 Canwood Street**  
**Agoura Hills CA 91301**

**6813. - Violations.**

Any person violating this chapter shall be guilty of a misdemeanor as provided in chapter 2 of article I of this Code. The commencing or conducting of any such business without having first procured such license, or without having complied with any and all such requirements or provisions, shall constitute a separate violation of this Code for each and every day that such business is so commenced or conducted. It is a violation of this chapter to knowingly make a false statement in any application for a license or permit or in any report required under this chapter.

**5605. - Substandard property.**

The existence or maintenance of substandard property is prohibited, unlawful and constitutes a public nuisance. Any one (1) or more of the following conditions shall constitute substandard property.

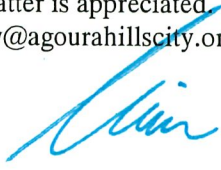
(16) Any other condition or activity on real property that violates any local, state or federal law or regulation, or that is contrary to any public agency approval, permit, or condition thereof.

**Action required:**

**Please contact Associate Planner Valerie Darbouze [VDarbouze@agourahillscity.org](mailto:VDarbouze@agourahillscity.org) for instructions regarding your non-permitted sign and regarding your business license by Monday June 21, 2021.**

An inspection of your property will be made to confirm compliance with the Municipal Code. Your prompt attention to this matter is appreciated. If you have any questions please contact me at (818) 597- 7335, or by e-mail at: [atripolskiy@agourahillscity.org](mailto:atripolskiy@agourahillscity.org)

Sincerely,

  
Allen Tripolskiy  
Code Compliance Officer

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cc: Valerie Darbouze- Associate Planner

# **ATTACHMENT 5**

Stop-Work Order Notice



**AGOURA HILLS**

30001 Ladyface Court  
Agoura Hills, CA 91301

# STOP WORK ORDER

**YOU ARE APPARENTLY IN VIOLATION**

CITY DEPARTMENTS	
<input checked="" type="checkbox"/>	Building and Safety (818) 597-7334
<input type="checkbox"/>	Planning Department (818) 597-7339
<input type="checkbox"/>	Public Works (818) 597-7329
<input type="checkbox"/>	Code Enforcement (818) 597-7335

Date: 07/14/2021

Address: 30001 CANWOOD STREET

Property Owner: WICKMAN OVERSICK

Contractor: GLASS WIZARD 805 983 3600  
MARIO

**IN ACCORDANCE WITH REQUIREMENTS OF THE CALIFORNIA BUILDING CODES AND CITY OF AGOURA HILLS MUNICIPAL CODES, YOU ARE INSTRUCTED TO STOP ALL WORK AND APPLY AT CITY HALL FOR NOTED PERMITS LOCATED AT 30001 LADYFACE COURT, AGOURA HILLS, CA 91301**

**On or Before:** 07/21/2021  
Seven (7) days of Posting

**Description of Work:**

NON PERMITTED NEW GLASS DOOR INSTALL  
ALL WORK MUST STOP CITY HALL IS  
OPEN MON-THURSDAY 7AM-5PM AND  
FRIDAY 7AM-4PM IF YOU HAVE ANY  
QUESTIONS PLEASE CALL 818-597-7334

- You must bring two (2) copies of your construction plans
- You must bring two (2) copies of your plot plan which must show all existing buildings and their use, proposed construction and its location in relation to the property lines and each other.
- An investigation fee of 100% of the permit fee will be required.

If you have any questions regarding this notice, or have obtained requested permits, please contact the department marked above.

**BRING THIS NOTICE WITH YOU**

Inspector's Name: A. TRIPOLSKY

White – PERMITTEE

Yellow - FILE