

**MINUTES**  
**REGULAR MEETING – (IN-PERSON AND VIDEO CONFERENCE)**  
**AGOURA HILLS PLANNING COMMISSION**  
Civic Center – Council Chambers  
30001 Ladyface Court, Agoura Hills, California 91301  
**Thursday, May 18, 2023**  
**6:30 p.m.**

The Planning Commission meeting was called to order at 6:30 p.m. by Chair Asuncion.

The Pledge of Allegiance was led by Commissioner Roth.

Commissioner Asuncion thanked former Vice Chair Mogri for his service on the Planning Commission.

**OATH OF OFFICE TO INCOMING PLANNING COMMISSIONER KATE ANDERSON**

The Oath of Office, to newly appointed Planning Commissioner Kate Anderson, was administered by City Clerk Rodrigues.

Present were: Chair John R. Asuncion, Commissioner Kate Anderson, Commissioner Jessica Reinhardt, Commissioner Morgan Roth, and Commissioner Brit Sharon.

Also Present were: Community Development Director Denice Thomas, City Attorney Candice Lee, Principal Planner Jessica Cleavenger, Deputy City Manager Louis Celaya, Management Analyst Amber Victoria, and City Clerk/Recording Secretary Kimberly M. Rodrigues.

**APPROVAL OF AGENDA**

ACTION: Commissioner Roth moved to approve the Agenda, as presented. Commissioner Reinhardt seconded. The motion carried 5-0, by the following roll call vote:

AYES: Chair Asuncion and Commissioners Anderson, Reinhardt, Roth, and Sharon.

NOES: None.

ABSENT: None.

**SELECTION OF VICE CHAIR FOR REMAINDER OF 2023**

There were no public comments.

Chair Asuncion opened the nominations for Vice Chair.

MOTION: Chair Asuncion moved to nominate Commissioner Anderson as Vice Chair. Commissioner Reinhardt seconded.

MOTION: Commissioner Sharon moved to nominate Commissioner Roth as Vice Chair. Commissioner Roth withdrew from the nomination.

ACTION: There being no further nominations, the motion by Chair Asuncion to nominate Commissioner Anderson as Vice Chair was seconded by Commissioner Reinhardt and carried 5-0, by the following roll call vote:

AYES: Chair Asuncion and Commissioners Anderson, Reinhardt, Roth, and Sharon.

NOES: None.

ABSENT: None.

**Kate Anderson was selected as Vice Chair.**

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT CALENDAR**

There were no public comments.

ACTION: Vice Chair Anderson moved to approve Consent Calendar Item Nos. 1-5, as presented. Commissioner Sharon seconded. The motion carried 5-0, by the following roll call vote:

AYES: Chair Asuncion and Commissioners Anderson, Reinhardt, Roth, and Sharon.

NOES: None.

ABSENT: None.

1. Approve Minutes of the Regular Planning Commission Meeting of April 7, 2022
2. Approve Minutes of the Regular Planning Commission Meeting of June 16, 2022
3. Approve Minutes of the Regular Planning Commission Meeting of July 21, 2022
4. Approve Minutes of the Regular Planning Commission Meeting of November 17, 2022
5. Approve Minutes of the Regular Planning Commission Meeting of January 19, 2023

## **PUBLIC HEARING**

6. REQUEST: 1) Adopt a Resolution Recommending that the City Council Adopt an Ordinance of the City of Agoura Hills, California, Amending Article IX (Zoning) of the Agoura Hills Municipal Code to Modify Chapter 3 (Commercial Districts) and Chapter 6 (Regulatory Provisions) to Add Provisions to the Outdoor Dining Design and Operational Standards and Amend the Off-Street Parking Provisions to Allow Outdoor Dining Opportunities and, 2) to Make a Finding of Exemption under the California Environmental Quality Act

APPLICANT: City of Agoura Hills

CASE NO.: ZOA-2023-0006

LOCATION: Citywide

ENVIRONMENTAL DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) per § 15061(b)(3) and § 15301 (Existing Facilities) of the CEQA Guidelines.

ZONING DESIGNATION: Citywide

GENERAL PLAN DESIGNATION: Citywide

**RECOMMENDATION:** Staff recommends the Planning Commission approve a resolution, recommending City Council adopt an Ordinance amending provisions to the outdoor dining design and operational standards and amending provisions related to off-street parking based on the findings of the draft Resolution.

During the presentation, Staff noted the following correction to Page 4 of the staff report, under “IV. Proposed Amendments”, as follows:

*“B. The proposed amendments to the Parking Allocation section include:*

- 1. Amending Section 9654.6 (Parking Allocation);*

*The second section of the AHMC that is proposed to be amended is Section 9654.6, the Parking Allocation table. The proposed*

*amendment would include a change to the existing parking requirement for restaurants from 15 spaces per 1,000 square feet of seating and waiting area to the International Transportation Engineers (ITE) standard which is an average of 9.6 **seats spaces** per 1,000 square feet of gross floor area.”*

Following presentation of the staff report, Chair Asuncion opened the Public Hearing at 6:58 p.m.

There being no public comments, or further questions of staff by the Planning Commission, Chair Asuncion closed the Public Hearing at 6:59 p.m.

**ACTION:** Commissioner Roth moved to adopt **Resolution No. 23-1278**; A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE A ZONING ORDINANCE AMENDMENT TO AMEND ARTICLE IX (ZONING) TO MODIFY CHAPTER 3 (COMMERCIAL DISTRICTS) AND CHAPTER 6 (REGULATORY PROVISIONS) TO ADD PROVISIONS TO THE OUTDOOR DINING DESIGN AND OPERATIONAL STANDARDS AND AMEND THE OFF-STREET PARKING PROVISIONS TO ALLOW OUTDOOR DINING OPPORTUNITIES AND MAKING A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CASE NO. ZOA-2023-0006) (CITY OF AGOURA HILLS, APPLICANT). Commissioner Sharon seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Chair Asuncion and Commissioners Anderson, Reinhardt, Roth, and Sharon.

**NOES:** None.

**ABSENT:** None.

### **PLANNING COMMISSION / STAFF COMMENTS**

Community Development Director Thomas thanked former Vice Chair Mogri for his time on the Planning Commission, invited the Commission to contact her or staff with any questions regarding staff reports, and welcomed Vice Chair Anderson back to the Commission.

Vice Chair Anderson expressed her appreciation on returning and stated that she looked forward to working with everyone.

Chair Asuncion also welcomed Vice Chair Anderson.

## **ADJOURNMENT**

Chair Asuncion announced the next Regular Meeting of the Planning Commission would be held at 6:30 p.m., Thursday, June 1, 2023, in the Council Chambers of the Civic Center. It is anticipated that members of the public will have the opportunity to participate in-person in the Council Chambers or by remote video conferencing (Zoom).

**ACTION:** At 7:09 p.m., Vice Chair Anderson moved to adjourn the meeting. Commissioner Reinhardt seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Chair Asuncion, Vice Chair Anderson and Commissioners Reinhardt, Roth, and Sharon.

**NOES:** None.

**ABSENT:** None.

Kimberly M. Rodrigues, MPPA, MMC  
City Clerk/Recording Secretary