

MINUTES
REGULAR MEETING
AGOURA HILLS PLANNING COMMISSION
Civic Center – Council Chambers
30001 Ladyface Court, Agoura Hills, California 91301
Thursday, January 18, 2024
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 Vice Chair Anderson.

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

Absent was: Commissioner Brit Sharon.

Also Present were: Community Development Director Denice Thomas, Assistant City Attorney Travis M. Kaya, Principal Planner Robby Nesovic, Associate Planner Valerie Darbouze, and City Clerk/Recording Secretary Kimberly M. Rodrigues.

EXCUSED ABSENCE

ACTION: Commissioner Reinhardt moved to excuse the absence of Commissioner Sharon. Vice Chair Anderson seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Sharon.

APPROVAL OF AGENDA

ACTION: Commissioner Roth moved to approve the Agenda, as presented. Vice Chair Anderson seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Sharon.

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. 1-2, as presented. Commissioner Reinhardt seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Sharon.

1. Approve Minutes of the Regular Planning Commission Meeting of November 2, 2023
2. Approve Planning Commission 2024 Meeting Schedule

PUBLIC HEARING

3. REQUEST: Conduct a Public Hearing to Consider: 1) Approval of a Tentative Tract Map to Convert Existing Office Suites into Office Condominiums and, 2) to Make a Finding of Exemption under the California Environmental Quality Act.

APPLICANT: Ewald Robert Schutz-RCRS44, LLC

CASE NOS.: TRM-2023-0003 / Tentative Tract Map No. 84082

LOCATION: 30343 Canwood Street (AIN 2054-020-045)

ENVIRONMENTAL DETERMINATION: Exempt from the California Environmental Quality Act (CEQA), per §15301(k) of the CEQA Guidelines.

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

GENERAL PLAN

DESIGNATION: Commercial Retail Service (CRS)

RECOMMENDATION: Staff recommended the Planning Commission approve Tentative Tract Map Case No. TRM-2023-0003 subject to conditions, based on the findings of the Resolution.

Chair Asuncion opened the Public Hearing at 6:40 p.m.

During the presentation, Associate Planner Darbouze noted the following revisions to the Engineering/Public Works Department Conditions of Approval as follows:

21. *Delete Condition No. 21 (Duplicative)*

~~**The Covenants, Conditions and Restriction (CC&Rs) shall ensure, among other things, common ingress, and egress, joint maintenance of all common access parking areas, utilities, and drives, as applicable.**~~

25. *Prior to final map recordation, applicant shall provide a copy of proposed Covenants, Conditions and Restrictions (CC&Rs), as applicable to the project, to the City Engineer for review and approval of the City Attorney. These CC&Rs shall ensure, among other things, common ingress and egress, joint maintenance of all **landscaping and** common areas, **including without limitation, access** parking areas, utilities and drives, as applicable to the project.*

31. *Applicant shall install irrigation and landscape within the parkway on the south side of Canwood Street fronting this project to the satisfaction of the City Engineer in accordance with the original ~~development agreement between the developer and the City of Agoura Hills~~ **Site Plan and Conditional Use Permit No. 84-CUP-002 for the development of the Mediterranea II Office Building.***

Following the presentation, and a question and answer period of staff, Chair Asuncion asked for Commissioners to disclose any ex parte communications.

- Chair Asuncion disclosed that he drove by the project.

The following person spoke on behalf of the Applicant:

Ewald Robert Schutz, Agoura Hills, representing the Applicant

There being no public comments or a rebuttal from the Applicant, or any further questions from the Planning Commission, Chair Asuncion closed the Public Hearing at 6:48 p.m.

During deliberations, each Planning Commissioner (*Asuncion, Anderson, Reinhardt, Roth*) disclosed they could make all the findings to approve the project.

ACTION: Commissioner Reinhardt moved to adopt **Resolution No. 24-1284**; A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, APPROVING TENTATIVE MAP NO. 84082 FOR THE MEDITERRANEA II OFFICE BUILDING PROJECT LOCATED AT 30343 CANWOOD STREET, and the Conditions of Approval, as revised. Commissioner Roth seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Sharon.

DISCUSSION / ACTION

3. Selection of Planning Commission Chair and Vice Chair for 2024

As Commissioner Sharon was absent, it was consensus of the Planning Commission (*Asuncion, Anderson, Reinhardt, Roth*) to table this item to the next regular meeting where all Commissioners are present.

PLANNING COMMISSION / STAFF COMMENTS

Community Development Director Thomas provided an update on the Pre-Approved Accessory Dwelling Unit (ADU) Plans Program and announced a Public Forum would be held on Saturday, February 3, 2024, at the corner of Colodny Drive and Driver Avenue (Housing Element Site F), to receive public feedback on the concept design for an affordable small homes housing project.

Chair Asuncion shared his personal remarks on the passing of long-time umpire for Agoura Pony Baseball, David Patterson, and requested the meeting be adjourned in his memory.

ADJOURNMENT

Chair Asuncion announced the next Regular Meeting of the Planning Commission was scheduled for February 1, 2024, at 6:30 p.m., in the Council Chambers of the Civic Center. The Civic Center is located at 30001 Ladyface Court, Agoura Hills.

ACTION: At 7:03 p.m., Vice Chair Anderson moved to adjourn the meeting in memory of David Patterson. Commissioner Roth seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Sharon.

Kimberly M. Rodrigues, MMC
City Clerk/Recording Secretary