

**MINUTES**  
**REGULAR MEETING – (IN-PERSON AND VIDEO CONFERENCE)**  
**AGOURA HILLS PLANNING COMMISSION**  
Civic Center – Council Chambers  
30001 Ladyface Court, Agoura Hills, California 91301  
**Thursday, July 20, 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 Vice Chair Anderson.

Chair Anderson deferred to Commissioner Roth who made the following announcement (remote):

*“This is Commissioner Morgan Roth; pursuant to AB 2449, which allows teleconferencing in certain permitted circumstances, I am stating on the basis of my remote participation today for just cause is because of a caregiving need for one of my children. There is one individual in proximity to me who is over the age of 18, who is my wife, Nicole Pate. I am remote, she will not enter the room. I’ll be participating remotely this evening both via video and audio technology.”*

Present were: Chair John R. Asuncion, Vice Chair Kate Anderson, Commissioner Morgan Roth (*remote*), and Commissioner Brit Sharon.

Absent was: Commissioner Jessica Reinhardt.

Also Present were: Community Development Director Denice Thomas, Assistant City Attorney Travis Kaya, Principal Planner Jessica Cleavenger, Associate Planner Valerie Darbouze, Rincon Consultant Ryan Lockhardt, Planning Consultant Joyce Parker-Bozylinski, Management Analyst Amber Victoria, and City Clerk/Recording Secretary Kimberly M. Rodrigues.

**EXCUSED ABSENCE**

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

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Reinhardt.

### **APPROVAL OF AGENDA**

ACTION: Commissioner Sharon 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 Roth and Sharon.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Reinhardt.

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT CALENDAR**

There were no public comments.

ACTION: Vice Chair Anderson moved to approve Consent Calendar Item No. 1, as presented. Commissioner Sharon seconded. The motion carried 4-0, by the following roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Reinhardt.

1. Approve Minutes of the Regular Planning Commission Meeting of May 18, 2023

### **PUBLIC HEARINGS**

2. REQUEST: Conduct a Public Hearing to Consider: 1) Approval of a Conditional Use Permit and Site Plan/Architectural Review Permit to Build a New Two-Story, Single-Family Residence, with an Attached, Three-Car Garage, Located on a Vacant, Hillside Lot, 2) An Oak Tree Permit to Encroach into the Protected Zone of 12 Oak Trees, and, 3) Adopt an Addendum to the Final Environmental Impact Report for the Palo Comado Ranch Tract.

APPLICANT: Yosef Rosen for Joshua Haffner

CASE NOS.: CUP-2022-0016, SPR-2022-0025, & OAK-2022-0046

LOCATION: 6467 Chesebro Road (AIN: 2055-029-007)

ENVIRONMENTAL  
DETERMINATION: An addendum to the Palo Comado Ranch Tract Final Environmental Impact Report (EIR) for the Palo Comado Ranch Tract Project pursuant to the California Environmental Quality Act (CEQA).

ZONING  
DESIGNATION: Open Space-Restricted – Drainage - Old Agoura Design Overlay District and Equestrian Overlay District – (OS-R-D-OA-EQ) and Significant Ecological Area (SEA#12).

GENERAL PLAN  
DESIGNATION: Open Space-Restricted (OS-R)

**RECOMMENDATION:** Staff recommends the Planning Commission approve Conditional Use Permit Case No. CUP-2022-0016, Site Plan/Architectural Review Case No. SPR-2022-0025, Oak Tree Permit Case No. OAK-2022-0046, subject to conditions, based on the findings of the Draft Resolutions, and adopt the 2023 Addendum to the certified 2000 Palo Comado Ranch Tract EIR 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 additions to the Conditions of Approval, as follows:

**24. The applicant shall comply with each mitigation measure listed in the Final EIR and outlined in the Mitigation Monitoring Program for the project approved in March 2000. The Mitigation Monitoring Program is attached to these Conditions of Approval.**

**25. A list of all project conditions of approval and mitigation measures of the Mitigation Monitoring Program shall be included, along with a signed copy of the Resolutions, on the construction plans submitted prior to issuance of a Grading or Building Permit.**

Following presentation of the staff report, and a question and answer period with staff, Chair Asuncion inquired if any Commissioners had any ex parte communications to disclose.

- Vice Chair Anderson disclosed she had visited the site.
- Commissioner Sharon disclosed she had visited the site.

Chair Asuncion opened the floor for public testimony. The following person(s) spoke:

Josh Haffner, Applicant  
Nicole Radoumis, Agoura Hills

There being no further public comments, or a rebuttal from the Applicant, or questions from the Planning Commission, Chair Asuncion closed the Public Hearing at 7:15 p.m.

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

**ACTION:** Following deliberations, Commissioner Roth moved to adopt **Resolution No. 23-1280**; A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING AN ADDENDUM TO THE CERTIFIED PALO COMADO RANCH TRACT FINAL ENVIRONMENTAL IMPACT REPORT AND MAKING THE REQUIRED ENVIRONMENTAL FINDINGS PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) and **Resolution No. 23-1281**; A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CASE NO. CUP-2022-0016 SITE PLAN/ARCHITECTURAL REVIEW CASE NO. SPR-2022-0025, AND OAK TREE PERMIT CASE NO. OAK-2022-0046 FOR THE CONSTRUCTION OF A SINGLE-FAMILY RESIDENCE LOCATED AT 6467 CHESEBRO ROAD; AND MAKING A FINDING OF CONSISTENCY WITH THE FINAL ENVIRONMENTAL IMPACT REPORT FOR THE PALO COMADO RANCH PROJECT as amended. Seconded by Vice Chair Anderson. The motion carried 4-0, by the following roll call vote:

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

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** Commissioner Reinhardt.

3. REQUEST: Conduct A Public Hearing, Adopting a Resolution Recommending that the City Council Approve a Zoning Ordinance Amendment Amending the Following Provisions of Article IX (Zoning) of the Agoura Hills Municipal Code: 1) Various Sign-Related Definitions in Chapter 1 (Introduction); 2) Division 5 (Sign Regulations) in Chapter 6 (Regulatory Provisions); 3) Section 9676.2 (Application Procedures) and Section 9676.7 (Variance or Modification Relating to Uses Amortized Pursuant to this Code) for Variances and Modifications in Chapter 6 (Regulatory Provisions); and 4) Section 9804.2 (Planning Commission Public Hearing) and Section 9804.3 (Zoning Administrator Public Hearings) in Chapter 8 (Administration) and Making a Determination of Exemption Under The California Environmental Quality Act.

APPLICANT: City of Agoura Hills

CASE NO.: ZOA-2021-0002

LOCATION: Citywide.

ENVIRONMENTAL DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) per Section 15061(b)(3) of the CEQA Guidelines.

ZONING DESIGNATION: Citywide

GENERAL PLAN DESIGNATION: Citywide

**RECOMMENDATION:** Adopt a Resolution recommending that the City Council adopt an Ordinance revising the regulations related to signs, and making a determination of exemption under the California Environmental Quality Act.

Chair Asuncion opened the Public Hearing at 7:28 p.m.

Following presentation of the staff report, Chair Asuncion opened the floor for public comments.

There being no public comments or questions from the Planning Commission, Chair Asuncion closed the Public Hearing at 8:07 p.m.

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

**ACTION:** Following deliberations, Vice Chair Anderson moved to adopt **Resolution No. 23-1282**; A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS RECOMMENDING THAT THE CITY COUNCIL APPROVE AN ORDINANCE AMENDING THE FOLLOWING PROVISIONS OF ARTICLE IX (ZONING) OF THE AGOURA HILLS MUNICIPAL CODE: 1) VARIOUS SIGN-RELATED DEFINITIONS IN CHAPTER 1 (INTRODUCTION); 2) DIVISION 5 (SIGN REGULATIONS) IN CHAPTER 6 (REGULATORY PROVISIONS); 3) SECTION 9676.2 (APPLICATION PROCEDURES) AND SECTION 9676.7 (VARIANCE OR MODIFICATION RELATING TO USES AMORTIZED PURSUANT TO THIS CODE) FOR VARIANCES AND MODIFICATIONS IN CHAPTER 6 (REGULATORY PROVISIONS); AND 4) SECTION 9804.2 (PLANNING COMMISSION PUBLIC HEARING) AND SECTION 9804.3 (ZONING ADMINISTRATOR PUBLIC HEARINGS) IN CHAPTER 8 (ADMINISTRATION) AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT. Seconded by Commissioner Roth. The motion carried 4-0, by the following roll call vote:

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

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** Commissioner Reinhardt.

## **PLANNING COMMISSION / STAFF COMMENTS**

Community Development Director Thomas congratulated Principal Planner Jessica Cleavenger, who graduated from Leadership Conejo, and Associate Planner Katrina Garcia and Commissioner Morgan Roth who were selected as recipients of 40 Under 40 awards, and introduced new Assistant City Attorney Travis Kaya.

## **ADJOURNMENT**

Chair Asuncion announced the next Regular Meeting of the Planning Commission would be held at 6:30 p.m., Thursday, August 3, 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 8:12 p.m., Commissioner Roth moved to adjourn the meeting. Commissioner Sharon seconded. The motion carried 4-0, by the following roll call vote:

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

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** Commissioner Reinhardt.

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