



# CITY OF DEL REY OAKS

650 CANYON DEL REY RD. • DEL REY OAKS, CALIFORNIA 93940  
PHONE (831) 394-8511 • FAX (831) 394-6421

September 3, 2010

## AGENDA

REGULAR DEL REY OAKS PLANNING COMMISSION MEETING  
WEDNESDAY, SEPTEMBER 8, 2010 AT 6:00 P.M.  
CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. ROLL CALL
2. CONSENT AGENDA:
  - A. Planning Commission Meeting Minutes, July 14 , 2010
3. PUBLIC COMMENTS:

Anyone wishing to address the Commission on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered by the Commission. *There will be a time limit of not more than three minutes for each speaker. No action will be taken by the Commission on matters brought up under this item and all comments will be referred to staff.*
4. REPORTS:
  - A. Building Activity Report, August 2010
5. NEW BUSINESS:
  - A. **Project Name:** Clark and Dawn Hatch  
**File Number:** ARC #10-05  
**Site Location:** 1067 Rosita Rd.  
**Planning Area:** APN#012-534-12  
**Environmental Status:** Categorically Exempt  
**Project Description:** Requesting Architectural Review to build a 20' retaining wall and to add a 4' strip of walkway next to the driveway. Materials and colors to match existing residence.  
**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

- B. **Project Name:** Carol Bailey  
**File Number:** ARC #10-06  
**Site Location:** 820 Avalon Place  
**Planning Area:** APN#012-561-20  
**Environmental Status:** Categorically Exempt  
**Project Description:** Requesting Architectural Review to add 198 sq. ft. to the rear of the existing single family dwelling. Materials and colors to match existing residence.  
**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.
- C. **Project Name:** Mark Thomas  
**File Number:** ARC #10-07/VAR 10-02  
**Site Location:** 3 Baxter Place  
**Planning Area:** APN#012-201-11  
**Environmental Status:** Categorically Exempt  
**Project Description:** Requesting Architectural Review and Variance to add 680 sq. ft. addition that will consist of two bedrooms, and one bathroom at the rear of the existing single family dwelling. Materials and colors to match existing residence.  
**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

6. **ANNOUNCEMENTS/COMMENTS BY PLANNING COMMISSIONERS**

7. **NEXT MEETING:** Wednesday, October 13, 2010 at 6:00 P.M.

8. **ADJOURNMENT**

All enclosures and materials regarding this agenda are available for public review at Del Rey Oaks City Hall. Information distributed to the Planning Commission at the meeting becomes part of the public Record. A copy of written material, pictures, etc. should be provided to the Secretary for this purpose.

**REGULAR MONTHLY MEETING DEL REY OAKS PLANNING COMMISSION WEDNESDAY, JULY 14TH, 2010 AT 6:00 P.M. CHARLIE BENSON MEMORIAL HALL**

**Present:** Commissioner Larson, Hayworth, Weir, Lucido and Chairman Clarke

**Absent:** Commissioner Thayer and Jaksha

**Also Present:** Deputy City Clerk Minami

**CONSENT AGENDA:**

The Commission considered **ITEM 2.A.**, Planning Commission Meeting Minutes, April 14, 2010

*Motion by Commissioner Weir to approve, seconded by Commissioner Larson*

*There were no comments received*

*Motion passed 5-0*

**PUBLIC COMMENT:** None

**BUILDING REPORT:**

The Commission considered **ITEM 4.A.**, Building Activity Report, June 2010

*Building report accepted, there were no comments received.*

**NEW BUSINESS:**

The Commission considered **ITEM 5.A.**,

**Project Name:** Peter Hyllekve-Baker

**File Number:** ARC #10-03

**Site Location:** 900 Paloma Rd.

**Planning Area:** APN#012-541-01

**Environmental Status:** Categorically Exempt

**Project Description:** Requesting Architectural Review to extent the side of existing driveway for safe off street parking, and to construct two retaining walls on either side driveway. Materials and colors to match existing residence.

**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

**Mr. Baker, Applicant:** Address will be visible, because there is always confusion with 800 Rosita.

**Commissioner Weir:** Need for retaining walls is evident. Plan for landscaping?

**Mr. Baker:** Yes, and all will be drought resistant, gave examples.

**Commissioner Hayworth:** Has Chief Langford looked at this, for any safety concerns.

**Deputy City Clerk Minami:** No, but if that is a concern, approval from him could be part of the recommendation for approval.

**Commissioner Lucido:** Conflict, because he had a project very similar to this, asked Chairman if stepping down is necessary? Also, how does applicant know that the wall isn't on the City's property?

**Chairman Clarke:** No, it isn't necessary to step down; it would be a personal choice. This is for design review, and it will be up to the City to handle encroachment of land.

**Deputy City Clerk Minami:** The general rule is to measure 30 ft. from the center of the street. But without a site survey, it is only an estimate. The wall can be included in the encroachment permit, along with the driveway.

**Commissioner Larson:** Great idea and project is needed.

**Chairman Clarke:** Encroachment permit is needed.

*Motion by Commissioner Lucido to approve as presented with the condition of Chief Langford's approval, seconded by Commissioner Larson.*

*There were no comments received*

*Motion passed 5-0*

The Commission considered **ITEM 5.B.**,

**Project Name:** Cliff Cruzan (Owner) Samuel Benavides (Architect)

**File Number:** ARC #10-04/VAR #10-01

**Site Location:** 1035 Portola Drive

**Planning Area:** APN#012-491-021

**Environmental Status:** Categorically Exempt

**Project Description:** Requesting Architectural Review for a 442 square foot addition to the master bedroom and for an additional bath. Requesting Variance to encroach 4 feet, 1 inch into rear set-back. Materials and colors to match existing residence.

**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

**Mark Ellis, representing applicant:** Building a two story or adding on in the back aren't options, both designs would have blocked too much sunlight. Weird angle of property is a challenge.

**Commissioner Lucido:** Needs to see survey with "wet stamp". Mr. Ellis handed out the wet stamp version of survey to the Commission and to Clerk.

**Commissioner Weir:** Seems fine and have met the evidence for a variance.

**Commissioner Hayworth:** Have the applicants talked to neighbors? Seems a little tight.

**Chairman Clarke:** Notice's are mailed out regarding the project, so the neighbors are notified.

**Commissioner Larson:** Looks like a lot of house. Most economical for the applicant. Likes the idea of growth but not sold on the idea, worried about the rear neighbor.

**Commissioner Hayworth:** If anyone doesn't like the idea and did not show up tonight, they can appeal to the City Council.

**Commissioner Weir:** Likes this project, much better than going up.

**Commissioner Lucido:** It isn't the applicant's job to check with neighbors. Logical variance that makes sense, but it does push the limits of square feet requirements.

**Chairman Clarke:** (Reads the variance evidence out loud) Unique circumstance that limit addition to be built anywhere else on the property. The conditions are met, there are no safety concerns and it does conform with the front yard setback.

**Commissioner Lucido:** Realizes now that part of the evidence for a variance references to neighbors.

*Motion by Commissioner Weir to approve as presented, seconded by Commissioner Lucido.*

*There were no comments received*

*Motion passed 5-0*

**OLD BUSINESS:** None

**ANNOUNCEMENTS/COMMENTS:**

**Commissioner Hayworth:** In Commissioner Jaksha's absence, the Del Rey Oaks city wide garage sale is scheduled for July 31<sup>st</sup>, call garage sale Garage Sale George if interested.

**Commissioner Weir:** Does the tree ordinance state that if a dead oak tree is removed that it must be heard at Planning Commission and then replaced?

**Deputy City Clerk Minami:** No, but a tree permit must be obtained and the removal be approved by City representative.

**Chairman Clarke:** Will be out of town for the August and September meetings.

**Commission Weir:** Will be available to Chair those meetings.

**NEXT MEETING:** Wednesday, Aug. 11, 2010 at 6:00 p.m.

**6:55 p.m.** Meeting Adjourned

Approved:

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CITY OF DEL REY OAKS  
 BUILDING ACTIVITY REPORT  
 AUGUST  
 2010

PERMIT#	DATE	ADDRESS	NAME	PROJECT DESCRIPTION	TYPE	STATUS	LAST INSP.
B-08-30	10/24/08	942 Angelus Way	Morgan/Owner-Builder	R&R Bridge	R-1	Extention	1/29/2009
B-08-35	12/11/08	942 Angelus Way	Morgan/Owner-Builder	New Garage	R-1	Current-7/19/10	N/A
B-10-03	01/29/10	971 Paloma	Avila/Avila Construction	Correct Residential Property Insp. violation	R-1	Current	5/4/2010
B-10-14	05/12/10	912 Portola	Boles/Owner-Builder	R&R Windows	R-1	Current	6/5/2010
B-10-15	05/13/10	988 Via Verde	Clark/Owner-Builder	Interior work	R-1	Finalied	8/31/2010
B-10-16	05/18/10	42 Los Encinos	Graebe/CLC Construction	New Kitchen Wall	R-1	Finalied	9/1/2010
B-10-19	06/10/10	1028 Paloma	Marthe/Wasson's	R&R after kitchen fire	R-1	Current	6/10/2010
B-10-23	06/30/10	1021 Via Verde	Richardson/Solar Tech.	Solar Panels	R-1	Current	6/30/2010

**STAFF REPORT**

City of Del Rey Oaks

Office of the City Clerk

DATE: September 8, 2010  
TO: Planning Commission  
FROM: Karen Minami - Deputy City Clerk  
RE: Agenda Item 5.A. – 1067 Rosita Rd

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**Project Name:** Clark and Dawn Hatch  
**File Number:** ARC10-05  
**Site Location:** 1067 Rosita Rd.  
**Planning Area:** APN# 012-534-12  
**Environmental Status:** Categorically Exempt  
**Project Description:** Requesting Architectural Review to build a 20" retaining wall and to add a 4' strip of walkway next to the driveway. Materials and colors to match existing residence.  
**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

***CONFLICT OF INTEREST: Commissioner Jaksha must step down during the consideration of this item.***



RECEIVED

AUG 23 2010

DEL REY OAKS  
CITY CLERK

CITY OF DEL REY OAKS

APPLICATION FOR:

USE PERMIT       VARIANCE       ARCHITECTURAL REVIEW  
 Conditional       Residential  
 Aux. Housing       Commercial  
 Signage  
 H.O.U.P.  
 Minor

APPLICANT'S NAME Dawn Hatch  
 OWNER'S NAME Clark and Dawn Hatch  
 PROJECT ADDRESS 1067 Rosita Rd.  
 TELEPHONE# 831-324-0348      APN # 01253412  
 LOT# 24      BLOCK # 6      SUBDIVISION DEL REY TERRACE

INSTRUCTIONS:

- Briefly, using as much detail as possible, describe the nature of your permit request.
- For variance request, also include in writing A, B & C of section 17.44.020., along with a detailed plot plan.

1. Add a strip of cement to the left of driveway. Strip will be 4' wide at the top curving around existing landscape, then narrowing to 2' wide for majority, (replaces current bricks + railroad ties)

2. Retaining wall to be installed 7'4" from road edge. Wall will be constructed of Baselite bricks (no mortar needed) that are 9"L x 12"W x 4"H; 5 layers of bricks will result in a 20" high wall.

3. Flattening, leveling and treatment of area between the street and retaining wall. ~~Following, small gravel will be~~

Check here if additional materials are attached.

X Dawn Hatch

Applicant's Signature

I HAVE RECEIVED A COPY OF THE CITY'S FLAGGING/NETTING POLICY AND UNDERSTAND THE REQUIREMENTS THAT MUST BE MET DH

\*\*\*\*\*

-FOR OFFICE USE ONLY-

APPLICATION # ARC 10-05      DATE 8/23/10  
 FEE \$ 100.00      CASH/CHECK # 6233      RECEIVED BY AMmann  
 DATE SCHEDULED FOR CONSIDERATION 9/8/10 @ 6:00 pm  
 APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_

**STAFF REPORT**

City of Del Rey Oaks

Office of the City Clerk

DATE: September 8, 2010  
TO: Planning Commission  
FROM: Karen Minami - Deputy City Clerk  
RE: Agenda Item 5.B. – 820 Avalon Place

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**Project Name:** Carol Bailey  
**File Number:** ARC10-06  
**Site Location:** 820 Avalon Place  
**Planning Area:** APN# 012-561-20  
**Environmental Status:** Categorically Exempt  
**Project Description:** Requesting Architectural Review to add 198 sq. ft. to the rear of existing single family dwelling. Materials and colors to match existing residence.

**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

**CONFLICT OF INTEREST:** *Chairman Clarke must step down during the consideration of this item.*



RECEIVED

AUG 25 2010

DEL REY OAKS  
CITY CLERK

# CITY OF DEL REY OAKS

APPLICATION FOR:

USE PERMIT       VARIANCE       ARCHITECTURAL REVIEW  
 Conditional       Residential  
 Aux. Housing       Commercial  
 Signage  
 H.O.U.P.  
 Minor

APPLICANT'S NAME Gordon Bartram: Architect  
 OWNER'S NAME Carol Bailey  
 PROJECT ADDRESS 820 Avalon Pl, Del Rey Oaks  
 TELEPHONE# 310-409-6632      APN # 012-561-20  
 LOT# 20      BLOCK # \_\_\_\_\_      SUBDIVISION Del Rey Terrace #20

INSTRUCTIONS:

- Briefly, using as much detail as possible, describe the nature of your permit request.
- For variance request, also include in writing A, B & C of section 17.44.020., along with a detailed plot plan.

Permit Request is for approval of an 8'-0",  
 one story addition onto the rear of the  
 existing single family residence. All  
 roof lines & materials will match existing.

Check here if additional  
 materials are attached.

*GBA*

Applicant's Signature

I HAVE RECEIVED A COPY OF THE CITY'S FLAGGING/NETTING POLICY AND UNDERSTAND THE REQUIREMENTS THAT MUST BE MET

\*\*\*\*\*

-FOR OFFICE USE ONLY-

APPLICATION # ARC 10-06      DATE 8/25/10  
 FEE \$ 100.00      CASH/CHECK # 2961      RECEIVED BY KM name  
 DATE SCHEDULED FOR CONSIDERATION 9/8/10 @ 6:00  
 APPROVED \_\_\_\_\_      DENIED \_\_\_\_\_

DATE: September 8, 2010  
TO: Planning Commission  
FROM: Karen Minami - Deputy City Clerk  
RE: Agenda Item 5.C. – 3 Baxter Place

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**Project Name:** Mark Thomas  
**File Number:** ARC10-07/VAR10-02  
**Site Location:** 3 Baxter Place  
**Planning Area:** APN# 012-501-11  
**Environmental Status:** Categorically Exempt

**Project Description:** Requesting Architectural Review and Variance to add 680 sq. ft. addition that will consist of two bedrooms, and one bathroom at the rear of the existing single family dwelling. Materials and colors to match existing residence.

**Recommended Action:** Analyze provided material, make appropriate findings and give direction to staff.

**CONFLICT OF INTEREST:** *Commissioner Lucido must step down during the consideration of this item.*



RECEIVED

AUG 25 2010

DEL REY OAKS  
CITY CLERK

### CITY OF DEL REY OAKS

APPLICATION FOR:

USE PERMIT     VARIANCE     ARCHITECTURAL REVIEW  
 Conditional     Residential  
 Aux. Housing     Commercial  
 Signage  
 H.O.U.P.  
 Minor

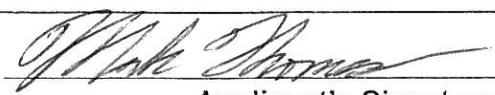
APPLICANT'S NAME Mark Thomas  
 OWNER'S NAME Mark Thomas  
 PROJECT ADDRESS 3 Baxter Pl.  
 TELEPHONE# 831-594-7373    APN # 012 50111  
 LOT# 11    BLOCK # 6    SUBDIVISION Del Reywoods

INSTRUCTIONS:

- Briefly, using as much detail as possible, describe the nature of your permit request.
- For variance request, also include in writing A, B & C of section 17.44.020., along with a detailed plot plan.

We are planning on adding an additional 2 bedrooms and 1 bath (680 sqft) to our existing 2bd. 1 bath house (1024 sqft) This addition is intended to be 20' x 34' off of the back side of our kitchen/garage. The addition will be done in the backyard of our house, away from the street view.

Check here if additional materials are attached.

  
 Applicant's Signature

I HAVE RECEIVED A COPY OF THE CITY'S FLAGGING/NETTING POLICY AND UNDERSTAND THE REQUIREMENTS THAT MUST BE MET 

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-FOR OFFICE USE ONLY-

APPLICATION # ARC.10-07/VAR10-02    DATE 8/25/10  
 FEE \$ 800.00    CASH/CHECK # C/C    RECEIVED BY AMmani  
 DATE SCHEDULED FOR CONSIDERATION 9/8/10 @ 6:00  
 APPROVED \_\_\_\_\_    DENIED \_\_\_\_\_