



CITY OF DEL REY OAKS

650 CANYON DEL REY RD. • DEL REY OAKS, CALIFORNIA 93940
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December 2, 2010

AGENDA

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

1. ROLL CALL

2. CONSENT AGENDA:

A. Planning Commission Meeting Minutes, September 8, 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, November 2010

5. NEW BUSINESS:

A. **Project Name:** Joe Kerr/Lance Holt

File Number: ARC #10-08

Site Location: 29 Los Encinos

Planning Area: APN#012-592-014

Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review to add 41 square foot addition to west side 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, January 12, 2011 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, SEPTEMBER 8TH, 2010 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL**

Present: Commissioner Larson, Hayworth, Lucido, Thayer, Jaksha (6:04) and
Vice Chair Weir
Absent: Chairman Clarke
Also Present: City Attorney, Chris Callihan and Deputy City Clerk Minami

CONSENT AGENDA:

The Commission considered **ITEM 2.A.**, Planning Commission Meeting Minutes,
July 14, 2010
Motion by Commissioner Lucido to approve, seconded by Commissioner Larson
There were no comments received
Motion passed 6-0

PUBLIC COMMENT:

Sharon Morelli of 963 Paloma Rd.: Wants someone from the Public Works
Department to return her messages that she has left on the machine. Needs to have tree
trimmed or removed and deserves a call back from someone. Spoke to Police and
showed them where vandals are digging at and chopping at the tree.
Wants the City Manager to know that the staff doesn't call her back and she is upset.

BUILDING REPORT:

The Commission considered **ITEM 4.A.**, Building Activity Report, August 2010
Building report accepted.
Commissioner Larson: What is the status of 1035 Portola?
Deputy City Clerk Minami: The plans are in plan check.
There were no comments received.

NEW BUSINESS:

The Commission considered **ITEM 5.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.

Commissioner Jaksha must step down due to the proximity of the project.

Dawn Hatch, Applicant: Removed juniper and wanted something else, to help the size of the parking area next to the drive way.

Commissioner Lucido: What material for driveway and retaining wall.

Dawn Hatch: Concrete, and the retaining wall will be interlocking blocks.

Commissioner Hayworth: Gravel will be on the City street?

Dawn Hatch: Yes, but not the wall.

Commissioner Lucido: How do you know it won't be?

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 will be included in the encroachment permit, along with the driveway.

Commissioner Thayer: Rosita is a wide road and the wall is well past 30 feet from center. Plenty of room.

City Attorney Callihan: The encroachment will have a hold harmless clause.

Motion by Commissioner Thayer to approve item 5.A. 1067 Rosita Rd. as presented, seconded by Commissioner Larson.

There were no comments received

Motion passed 4-1 (Commissioner Hayworth)

Commissioner Jaksha returned to dais.

The Commission considered **ITEM 5.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.

Carol Bailey, Applicant: Need a little more room in bedrooms.

Commissioner Larson: This is in the rear of your home?

Carol Bailey: Yes. House had plumbing problems and water damage. Rooms were uninhabitable and decided to add to the bedrooms during the repairs.

Commissioner Lucido: The setback not on plans.

Gordon Barden, Architect for Applicant: Yes it is on the plans, it is 20.5 feet.

Commissioner Lucido: A site survey needs to be done, according to the City Building Requirements, and the survey included with the plans doesn't include where the house is in relationship to the property lines.

Gordon Barden: Didn't want to burden Applicant financially, since she had an old survey. Project is very small, didn't think it was going to be an issue. Understands the Commission's decision if they require a Site Survey.

Commissioner Lucido: Because of the Site Survey requirement, need to show proof of property line. Can there be an exemption to the rule, does the Commission have to follow the requirements (to City Attorney Callihan).

City Attorney Callihan: Follow the guidelines.

Commissioner Jaksha: Doesn't like to financially burden anyone, but a new site survey is required. It's a nice project.

Commissioner Lucido: It can be very simple and not extremely expensive. Will be with the house and on file at City Hall for any future needs.

Motion by Commissioner Thayer to approve Item 5.B. as presented, with the condition pending site survey verification by staff during the plan check process , seconded by Commissioner Jaksha.

There were no comments received

Motion passed 6-0

The Commission considered **ITEM 5.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.

Commissioner Lucido stepped down from the dais, due to conflict of interest (he drew the Site Survey for Mr. Thomas).

Mark Thomas, Applicant: The reasons for the variance: Rather than going up, building vertically made since, want to have yard for children to play, doesn't take away from the appearance of the neighborhood and doesn't interfere with function of immediate neighbors.

PUBLIC COMMENT:

Henry Oloughlin, 8 Setter Place: Asks the Commissioners to come and sit on his patio, so they can realize the way the addition is planned, his view will be block by the roof line of the addition. What is the set back?

Vice Chair Weir: The Commission can't do that, but we will take all of that into consideration.

Commissioner Thayer: Explains the set back requirements are the reason for the variance and further explains how the set back is calculated.

Commissioner Jaksha: 8 Setter is looking at a 2 story house now.

Mark Thomas: Apologizes to Mr. Oloughlin, didn't keep his house in mind. Didn't want to build up, would hinder many neighbors view. Wants to have specific configuration for privacy and play area in the back.

Commissioner Larson: Tried to stay within set back?

Mark Thomas: Yes, but want to have children's rooms together, and by doing that, they have to go into set back.

Vice Chair Weir: Do you have water credits?

Mark Thomas: Yes, already spoke with Water Management.

Commissioner Hayworth: What about a smaller scale?

Mark Thomas: Bigger family some day. Moved from Prunedale. Any smaller would hinder plan of making this their "last house".

Vice Chair Weir: Del Rey Oaks is famous for odd shape lots. Not as conspicuous as a two story.

Commissioner Jaksha: Can the roof line be lower to satisfy Mr. Oloughlin?

Mark Thomas: Yes, it is a 5&12 pitch now, but it doesn't have to be.

Henry Oloughlin: Square footage is fine, it is just the roof line. Satisfied if the design changed to a "hip roof".

Mark Thomas: No problem, it will be changed.

Vice Chair Weir: The findings have been met, for the variance.

Commissioner Jaksha: What type of siding?

Mark Thomas: Changing to Hardy Plank.

Commissioner Hayworth: Should it be re-flagged to show different roof line?

City Attorney Callihan: No, can be a condition of an approval and doesn't have to come back to the Commission or be re-flagged.

Motion by Commissioner Jaksha to approve Item 5.C., with the following condition: the roof line be lowered to address the neighbor's concerns over a potential obstruction of his view and to be verified by staff during the plan check process, seconded by Commissioner Thayer.

There were no other comments received

Motion passed 5-0

OLD BUSINESS: None

ANNOUNCEMENTS/COMMENTS:

Commissioner Jaksha: The Citizens Action Group Picnic is September 19th.

Chairman Lucido: Thank you George, great job on the City Wide Garage Sale.

Deputy City Clerk Minami: The funeral service for Mr. Benson will be Monday September 13th at 11:00, at The Church of the Oaks.

NEXT MEETING: Wednesday, October 13, 2010 at 6:00 p.m.

7:20 p.m. Meeting Adjourned

Approved:

CITY OF DEL REY OAKS
 BUILDING ACTIVITY REPORT
 NOVEMBER
 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	Extension	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	Finalled	10/26/2010
B-10-14	05/12/10	912 Portola	Boles/Owner-Builder	R&R Windows	R-1	Finalled	11/8/2010
B-10-19	06/10/10	1028 Paloma	Marthe/Wasson's	R&R after kitchen fire	R-1	Finalled	10/19/2010
B-10-23	06/30/10	1021 Via Verde	Richardson/Solar Tech.	Solar Panels	R-1	Finalled	10/19/2010
B-10-29	09/16/10	1035 Portola	Crusan/Owner-Builder	Addition	R-1	Current	9/16/2010
B-10-32	10/11/10	820 Avalon	Bailey/Owner-Builder	Addition	R-1	Current	10/11/2010
B-10-34	11/24/10	7 Voe Place	Munoz/Owner-Builder	R&R Kitchen and Bath	R-1	Current	11/24/2010

STAFF REPORT

City of Del Rey Oaks

Office of the City Clerk

DATE: December 8, 2010
TO: Planning Commission
FROM: Karen Minami - Deputy City Clerk
RE: Agenda Item 5.A. – 29 Los Encinos

Project Name: Lance Holt
File Number: ARC10-08
Site Location: 29 Los Encinos
Planning Area: APN# 012-592-014
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review to add a 41 square foot addition to west side 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.



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APPLICATION FOR:

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

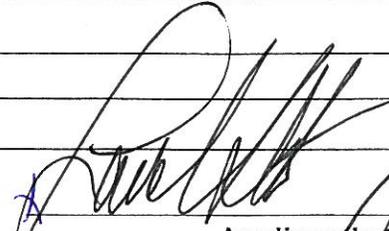
APPLICANT'S NAME Lance Holt
 OWNER'S NAME Joe Kerr
 PROJECT ADDRESS 29 Los Encinos
 TELEPHONE# 831-236-0674 APN # 012-592-014-000
 LOT# 8 BLOCK # 1 SUBDIVISION Del Rey Properties #2

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.

Add 1st story Addition to west side of existing residence w/ ext. finishes to match. Addition will extend closet and bathroom. New waterless urinal will be added to bathroom

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.

-FOR OFFICE USE ONLY-

APPLICATION # ARC 10-08 DATE 11/12/10
 FEE \$ 100.- CASH/CHECK # 1132 RECEIVED BY [Signature]
 DATE SCHEDULED FOR CONSIDERATION Wednesday, Dec. 8th @ 6:00pm
 APPROVED _____ DENIED _____