



CITY OF DEL REY OAKS

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

January 5, 2012

AGENDA

REGULAR DEL REY OAKS PLANNING COMMISSION MEETING
WEDNESDAY, JANUARY 11, 2012 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSENT AGENDA:
 - A. Planning Commission Meeting Minutes, December 2011
4. 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.*
5. REPORTS:
 - A. Building Activity Report, December 2011
6. NEW BUSINESS:
 - A. **Project Name:** Gisela Moreno (Owner: Lazaro Espinola)
File Number: ARC #11-13
Site Location: 826 Portola Drive
Planning Area: APN #012-471-005
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review to construct new one story 2,173 sq. ft. single family dwelling and to add 97 sq. ft. to existing 608 sq. ft. garage. The existing single family dwelling is not habitable and must be demolished. Materials and colors to coincide with the Del Rey Oaks Municipal Code.
This item was on the December agenda and could not be heard, it wasn't flagged.

- B. **Project Name:** Tom and Sean Hillesheim
File Number: ARC #12-01& CUP #12-01
Site Location: 100 Calle Del Oaks
Planning Area: APN #012-601-002
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review , Conditional Use Permit and Signage Permit for tenant improvements to include the addition of an 8' high retaining wall to the rear of business, relocation of a portion of existing 7' high fence and placement of new signs on the northwest and southwest corners of the building which will be in accordance with the City's Sign Ordinance. New fence materials to be consistent with existing fence. Retaining wall to be block.

7. ANNOUNCEMENTS/COMMENTS BY PLANNING COMMISSIONERS

8. NEXT MEETING: Wednesday, February 8, 2012 at 6:00 P.M.

9. 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, DECEMBER 14, 2011 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL**

Present: Commissioner Thayer, Weir, Lucido, Hayworth, Ventimiglia, Larson
and Chairman Jaksha

Absent: None

Also Present: City Manager Dawson and Deputy City Clerk Minami

PLEDGE OF ALLEGIANCE: Lead by Chairman Jaksha

Chairman Jaksha announces that since item 6.C., 826 Portola Drive wasn't flagged; the item will not be discussed tonight. The item will be on the January agenda.

CONSENT AGENDA:

The Commission considered **ITEM 4.A.**, Planning Commission Meeting Minutes, November, 2011.

Motion by Commissioner Thayer to approve, seconded by Commissioner Lucido.

There were no comments received

Motion passed 7-0

PUBLIC COMMENT:

None

REPORTS:

The Commission considered **ITEM 5.A.** Building Activity Report, November 2011

Report was accepted.

Commissioner Ventimiglia: Asked for follow up on the letter that was mailed to the owners of 800 Portola Drive, in regard to the maintenance.

City Manager Dawson: Staff will follow up.

NEW BUSINESS:

The Commission considered **ITEM 6.A.**,

Project Name: Bill Westphal

File Number: ARC 11-11/CUP 11-10

Site Location: 10 Boronda Way

Planning Area: APN#012-491-001

Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review and Conditional Use Permit to build a 4'6" (open rail) fence around front courtyard with a 7' high trellis over existing walkway. Materials and colors to match existing residence.

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

Commissioner Larson steps down, because he owns property within 500 feet of the project.

Bill Westphal, Applicant: Wants more privacy, than just 3 feet high. Ranch style fence.

Commissioner Thayer: Likes the ranch style look.

Commissioner Weir: What kind of landscaping?

Bill Westphal, Applicant: Very simple, drought resistant. Olive trees, etc.

Commissioner Ventimiglia: What are the fence height requirements?

Commissioner Lucido: The pink hand outlines the fence height requirements.

Commissioner Thayer: Doesn't understand the 3' fence rule.

Motion by Commissioner Ventimiglia to approve item #6.A: Bill Westphal, ARC #11-11/CUP #11-10, 10 Boronda Way, APN #012-481-017, Environmental Status is Categorically Exempt, to build a 4'6" high (open rail) fence around front courtyard with a 7' high trellis over existing walkway, *seconded by Commissioner Weir.*

Motion passed 6-0

Public Comment:

None

Commissioner Larson returns to the dais.

The Commission considered **ITEM 6.B.**,

Project Name: Jim and Kristin Clark

File Number: ARC 11-12

Site Location: 988 Via Verde

Planning Area: APN#012-541-15

Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review to expand size of window to 48"x48" (from 48"x36") to match others on the same wall. Materials and colors to match existing residence.

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

Applicant is not present.

Commissioner Thayer: Why is this being heard tonight?

Deputy City Clerk Minami: The size of the window is changing.

Commissioner Weir: Commends the applicant for following the process, a lot of people don't.

Commissioner Lucido: Why is the window in consideration so small?

Deputy City Clerk Minami: It was originally a kitchen window and now it is a dining room window.

Motion by Commissioner Lucido to approve item #6.B: Jim and Kristin Clark, ARC #11-12, 988 Via Verde, APN #012-541-15, Environmental Status is Categorically Exempt, to expand size of window to 48" x 48" (from 48" x 36") to match others on the same wall, seconded by Commissioner Weir.

Motion passed 7-0

Public Comment:

None

OLD BUSINESS: None

ANNOUNCEMENTS/COMMENTS:

Commissioner Weir: Would like someone from the City to look at the drainage problem she has at her home that comes down from Carlton Drive, every time it rains. In the past, her husband has dug a drain to ease the flooding, but can't do that type of work any longer. The house has flooded several times.

Commissioner Ventimiglia: Drain system there?

City Manager Dawson: Yes, and the intersection has been addressed, but staff will take a look at this as well.

Commissioner Hayworth: Will not be able to go the Holiday Dinner, but will come by for lunch.

Commissioner Lucido: Regrets not able to make the dinner, but at least it is because of work.

Commissioner Thayer: His parents celebrated 65th Wedding Anniversary.

Chairman Jaksha: Commends Kristin Clark and Pam Lichtanski for all of their hard work, putting on the Santa's Workshop. It was a huge success.

Thanks Officer Matt Young for painting City Hall, looks great. He is going to Hawaii on the 17th and retiring on Jan. 3rd.

Commissioner Ventimiglia: The deck at 26 Los Encinos that was approved looks great.

NEXT MEETING: Wednesday, January 11, 2012 at 6:00 p.m.

6:30 p.m. Meeting Adjourned

Approved: _____

CITY OF DEL REY OAKS
 BUILDING ACTIVITY REPORT
 DECEMBER
 2011

PERMIT#	DATE	ADDRESS	NAME	PROJECT DESCRIPTION	TYPE	STATUS	LAST INSP.
B-11-19	07/06/11	964 Paloma	Dressler/Owner-Builder	Remodel bathroom	R-1	Final	12/18/2011
B-11-26	08/03/11	26 Work	Associated Services/Hamper	Re-Roof	R-1	Current	8/10/2011
B-11-32	10/18/11	815 CDR	Safeway/KW Construction	Pharmacy Remodel	C-1	Current	12/16/2011
B-11-33	11/04/11	65 Work Ave	Jones/Owner-Builder	Addition	R-1	Current	11/29/2011
B-11-34	11/15/11	26 Los Encinos	Bennett/Robert Sutcliffe	R&R Deck	R-1	Final	12/18/2011
B-11-35	11/17/11	983 Portola	Phillips/Lepage Const.	Sunroom Addition	R-1	Current	11/30/2011
B-11-36	11/30/11	30 Los Encinos	Peoletti/Lang's Roofing	Re-Roof	R-1	Current	11/30/2011
B-11-37	11/09/11	5 Work Ave	Abeles/Boronda Const.	Deck Repair	R-1	Final	12/7/2011
B-11-38	12/27/11	820 Rosita Rd.	Peck/Reliable Roofing	Re-Roof	R-1	Current	12/27/2011

STAFF REPORT

City of Del Rey Oaks

Office of the City Clerk

DATE: January 11, 2012
TO: Planning Commission
FROM: Karen Minami - Deputy City Clerk
RE: Agenda Item 6.A.- 826 Portola Drive

Project Name: Lazaro Espinola
File Number: ARC#11-13
Site Location: 826 Portola Drive
Planning Area: APN# 012-471-005
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review to construct new one story 2,173 sq. ft. single family dwelling, and to add 97 sq. ft. to existing 608 sq. ft. garage. The existing single family dwelling is not habitable and must be demolished.
Material and close to coincide with the Del Rey Oaks Municipal Code.

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



RECEIVED

NOV 30 2011

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 Gisela Moreno
OWNER'S NAME Lazaro Espinoza phone → (831) 392-7970
PROJECT ADDRESS 826 Portola Dr
TELEPHONE# (831) 229-4744 APN# 012-471-005-000
LOT# _____ BLOCK# _____ SUBDIVISION _____

INSTRUCTIONS:

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

1,026 sqft.

- 1- Remove existing Single Family Dwelling ~~to~~ that is in bad condition (Not habitable)
- 2- Built New SFD. 2,173 sqft. (1 story).
- 3 - Keep (E) Garage 608 sqft and Add 97 sqft in Garage Area.
- 4- Remove the (E) Stucco ^{Ext.} Garage wall and install New plywood and New Stucco

Check here if additional materials are attached.

Gisela Moreno
Applicant's Signature

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

-FOR OFFICE USE ONLY-

APPLICATION # ARC 11-13 DATE 11/30/11
FEE \$ 100.00 CASH/CHECK # CASH RECEIVED BY Murami
DATE SCHEDULED FOR CONSIDERATION 12/14/11 @ 6:00pm
APPROVED _____ DENIED _____ Weds.



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 Tom Hillesheim / Sean Hillesheim

OWNER'S NAME Tom Hillesheim

PROJECT ADDRESS 100 Calle Del Oaks

TELEPHONE# 831-333-1285 APN# 012-601-022

LOT# 9 BLOCK# 1 SUBDIVISION Del Rey Gardens #2

INSTRUCTIONS:

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

see attached

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 [Signature]

-FOR OFFICE USE ONLY-

APPLICATION # ARC-12-01/CUP-12-01 DATE 12/28/11

FEE \$ 1000 CASH/CHECK # + signage RECEIVED BY: [Signature]

DATE SCHEDULED FOR CONSIDERATION CO# Wed. Jan. 11, 2012 @ 6pm

APPROVED _____ DENIED _____

100 Calle Del Oaks

Del Rey Oaks, CA

1. Plot Plan-

Our plan for the property will be a multiple use plan. It will include our main business which is vehicle towing and storage. This storage will primarily be outside within the secure fenced area, however we would like to use some of the interior space for storage as any vehicle accident involving a fatality must be stored inside so the evidence is not tampered with (especially by the outside elements). These stored vehicles come to us as we assist the local police departments (including CHP) and as we tow in vehicles involved in accidents.

We will also use the building as a warehouse and vehicle repair facility for our trucks and other commercial vehicles.

2. Landscape Plan-

Retaining wall; we would like to build a retaining wall behind the building (In the past several years the sand from the hill has come down and taken away some of the asphalted area). In order to fix that, a retaining wall would need to be constructed; this will prevent the sand from encroaching on the paved area. We will push the sand back up 8 feet.

Fencing; currently there is a fence that secures most of the property, on the North side of the building it is 7 feet tall, with 3 strands of barbed wire on the top. The fence starts at the middle of the building and goes north towards Del Rey Gardens road. We would like to move this fence East (somewhere between 12 – 18 feet).

Security lighting; with our storage commitments with the local Police Departments, CHP, and AAA we commit to keep the vehicles secure. To better secure these vehicles, we would like to install some outside motion detector lights. On the Northwest corner of the building we would like to put up a frame of two lights. Also, on the Southwest corner the same thing. The lights would be pointed down to shine on the property and stored vehicles.

3. Signage Plan-

On the Northeast corner of the building we would like to put up a lighted sign that is yellow and blue that says "Monterey Garage Towing and Storage" and would also have a large AAA emblem. We would also like to put a sign up on the east side of the building.

