

**MINUTES**

**REGULAR PLANNING COMMISSION MEETING**

**OCTOBER 20, 2003**

A regular meeting of the Planning Commission of the City of Rolling Hills Estates was called to order at 7:30 p.m. in the City Hall Council Chambers, 4045 Palos Verdes Drive North, by VICE-CHAIRMAN KILLEN.

2. **PLEDGE OF ALLEGIANCE**

VICE-CHAIRMAN KILLEN led the assembly in the Pledge of Allegiance to the Flag.

3. **ROLL CALL**

Commissioners Present: Conway, Zerunyan, Killen, Bayer, Rein

Commissioners Absent: O'Day, Somers

Staff Present: Planning Director Wahba, Assistant Planner Tran, City Attorney Steve Pfahler

4. **APPROVAL OF MINUTES**

COMMISSIONER BAYER moved, seconded by COMMISSIONER ZERUNYAN

TO APPROVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF SEPTEMBER 2, 2003.

There being no objection, VICE-CHAIRMAN KILLEN so ordered.

5. **AUDIENCE ITEMS**

None.

6. **CONSENT CALENDAR**

A. QUARTERLY CODE ENFORCEMENT REPORT.

B. PLANNING APPLICATION NO. 29-03; APPLICANT: UPS STORE; LOCATION: 50B PENINSULA CENTER; A PRECISE PLAN OF DESIGN TO ALLOW A LOGO ON A BUSINESS IDENTIFICATION SIGN.

COMMISSIONER CONWAY moved, seconded by COMMISSIONER BAYER

TO APPROVE CONSENT CALENDAR ITEMS A AND B.

AYES: Bayer, Rein, Killen, Conway, Zerunyan

NOES:

ABSTAIN:

ABSENT: O'Day, Somers

Planning Director Wahba explained the 20-day appeal period for item 6B.

7. BUSINESS ITEMS

- A. PLANNING APPLICATION NO. 03-03; APPLICANT: DAVID BRUNNENMEYER; LOCATION: 11 ENCANTO DRIVE; A NEIGHBORHOOD COMPATIBILITY FOR FIRST AND SECOND STORY ADDITIONS LOCATED AT THE FRONT, SIDE, AND REAR YARDS OF A SINGLE STORY HOME; AND MINOR DEVIATIONS TO DECREASE THE FRONT YARD AREA BY LESS THAN 10% AND TO ENCROACH INTO THE WEST AND EAST SIDE YARD SETBACKS BY LESS THAN 10%.

Assistant Planner Tran summarized the Staff Report (as per written material) and revised the staff recommendation to approve the side yard setback Minor Deviation.

In response to a questions from COMMISSIONERS BAYER and CONWAY, COMMISSIONER KILLEN explained concerns regarding the roof structure and stated that it was unbuildable, as designed.

Director Wahba suggested that the area in question to the rear of the house with the roof design issue could be solved with a tower element.

David Brunnenmeyer, applicant, explained to the Commissioners that there were a few options for design of the roof. He stated that of those options he choose the hardest design to build, but he felt it was the best looking.

COMMISSIONER CONWAY moved, seconded by COMMISSIONER BAYER,

TO APPROVE PA-3-03 (APPROVING ALL THREE MINOR DEVIATIONS) WITH THE STANDARD CONDITIONS OUTLINED IN THE STAFF REPORT, AND THAT THE APPLICANT WORK WITH THE PLANNING DIRECTOR TO REDESIGN THE ROOF ELEMENT LOCATED AT THE REAR OF THE HOUSE.

AYES: Bayer, Rein, Killen, Conway, Zerunyan

NOES:

ABSTAIN:

ABSENT: O'Day, Somers

Planning Director Wahba explained the 20-day appeal period for item 6B.

8. PUBLIC HEARINGS

None.

9. COMMISSION ITEMS

COMMISSIONER BAYER shared with the Commissioners the plans for the upcoming holiday party.

10. DIRECTOR'S ITEMS

- A. REQUEST FOR SUBCOMMITTEE.

Planning Director Wahba advised that two Commissioners were needed for the Jack Kramer Tennis Club Subcommittee to advise on the rehabilitation and expansion of their facilities. COMMISSIONERS REIN and BAYER volunteered to participate.

11. MATTERS OF INFORMATION

- A. PARK AND ACTIVITIES MINUTES (September 2, 2003).
- B. PARK AND ACTIVITIES MINUTES (September 16, 2003).
- C. PARK AND ACTIVITIES MINUTES (October 7, 2003).
- D. CITY COUNCIL ACTIONS (September 9, 2003).
- E. JOINT CITY COUNCIL/PLANNING COMMISSION MINUTES (September 15, 2003).
- F. CITY COUNCIL ACTIONS (September 23, 2003).
- G. CITY COUNCIL ACTIONS (October 14, 2003).

COMMISSIONER CONWAY moved, seconded by COMMISSIONER BAYER,

TO RECEIVE AND FILE ITEMS 11.A, B, C, D, E, F, AND G.

There being no objection, VICE-CHAIRMAN KILLEN so ordered.

12. ADJOURNMENT

At 7:59 p.m. VICE-CHAIRMAN KILLEN adjourned the Planning Commission meeting to November 3, 2003, at 7:30 p.m.

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Hollis Jackson  
Minutes Secretary

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Douglas R. Prichard  
City Clerk