



Minutes
Rolling Hills Planning Commission
Tuesday, August 19, 2025
Regular Meeting 6:30 p.m.

1. Call to Order

The Planning Commission of the City of Rolling Hills met in person on the above date at 6:31 p.m. Chair Chelf presiding.

2. Roll Call

Commissioners Present: Cardenas, Soo, Douglass, Kirkpatrick, Chair Chelf
Commissioners Absent: None
Staff Present: Reina Schaetzl, Willdan Contract Senior Planner
Stephanie Grant, Assistant Planner
Christian Horvath, Assistant to the City Manager / City Clerk
Michael Ervin, Assistant City Attorney

3. Pledge of Allegiance – Assistant to the City Manager / City Clerk Horvath

4. Approve Order of The Agenda

Chair Chelf approved the Order of the Agenda. Without objection, so ordered.

5. Blue Folder Items (Supplemental)

Chair Chelf approved the receive and file of Blue Folder Items 9A and 10A. Without objection, so ordered.

6. Public Comments on Non-Agenda Items – None

7. Consent Calendar

7.A. Approve Affidavit of Posting for the Planning Commission Regular Meeting of August 19, 2025

7.B. Approve the Minutes for the July 24, 2025 Planning Commission Meetings

Motion by Commissioner Cardenas, seconded by Commissioner Douglass to approve the Consent Calendar. Motion carried unanimously with the following vote:

AYES: Cardenas, Soo, Douglass, Kirkpatrick, Chair Chelf
NOES: None
ABSENT: None

8. Excluded Consent Calendar Items – None

9. Public Hearings on Items Continued from Previous Meetings

9.A. Zoning Case No. 25-033: Site Plan Reviews for the construction of a new 19-foot stable, non-exempt grading, expansion of building pad, walls to exceed 3 feet height not to exceed maximum 5 feet height, and other improvements; Conditional use permit for stable to exceed

maximum 200 square feet; and variances to exceed 40 percent disturbance and for construction in the front yard setback for the location at 1 Hackamore Road and finding the same exempt from the California Environmental Quality Act (Mahler & Nuccio) (Lot-30 EF)

Presentation by Assistant Planner Grant

Public Comment: Bert Balch, Ben Cauthen, David Brown

Motion by Commissioner Cardenas, seconded by Vice Chair Kirkpatrick to exercise Commission discretion and not require additional re-staking for changes as discussed. Motion carried unanimously with the following vote:

AYES: Soo, Douglass, Cardenas, Kirkpatrick, Chair Chelf
NOES: None
ABSENT: None

Motion by Commissioner Cardenas, seconded by Vice Chair Kirkpatrick to receive and file and direct Staff to re-notice for the September meeting. Motion carried unanimously with the following vote:

AYES: Soo, Douglass, Cardenas, Kirkpatrick, Chair Chelf
NOES: None
ABSENT: None

10. Public Hearings

10.A. Zoning Case No. 24-149: Site Plan Review for construction of a new garage with workshop, non-exempt grading and other improvements; Conditional Use Permit for a detached mixed-use accessory structure (garage with workshop) greater than 200 square feet, and a variance for site disturbance of more than 40% and finding the project categorically exempt from the California Environmental Quality Act for location at 3 Outrider Road (Hoyler & Adams) (Lot 29-A-EF)

Presentation by Willdan Contract Senior Planner Schaetzel

Public Comment: Dan Bolton

Motion by Commissioner Cardenas, seconded by Vice Chair Kirkpatrick to Adopt Resolution 2025-07 granting approval of Zoning Case No. 24-149 as presented. Motion carried unanimously with the following vote:

AYES: Soo, Douglass, Cardenas, Kirkpatrick, Chair Chelf
NOES: None
ABSENT: None

11. Discussion Items – None

12. Scheduled Field Trips

Assistant Planner Grant announced that 5 Ringbit West was a potential scheduled field trip.

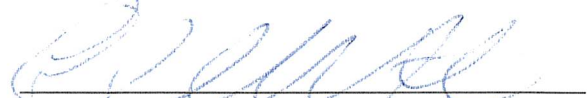
13. Items from The Planning Commission – None

14. Items from Staff – None

15. Adjournment: 7:18 p.m.

The meeting was adjourned at 7:18 p.m. to the Planning Commission meeting on Tuesday, September 16, 2025, beginning at 6:30 p.m. at 2 Portuguese Bend Road, Rolling Hills, CA 90274.

Respectfully submitted,


Christian Horvath, City Clerk

Approved,


Brad Chelf, Chair

