



Minutes
Rolling Hills Planning Commission
Tuesday, October 28, 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:
Staff Present: Karina Bañales, City Manager
Reina Schaetzel, Willdan Contract Senior Planner
Christian Horvath, Assistant to the City Manager / City Clerk
Michael Ervin, Assistant City Attorney

3. Pledge of Allegiance –City Manager Bañales

4. Approve Order of The Agenda

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

5. Blue Folder Items (Supplemental) – None

6. Public Comments on Non-Agenda Items – None

7. Consent Calendar

7.A. Approve Affidavit of Posting for the Planning Commission Regular Meeting of October 28, 2025

7.B. Approve the Minutes for the September 16, 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

Commissioners Douglass and Kirkpatrick recused themselves and left the dais at 6:33 p.m.

9.A. Zoning Case No. 25-081: Variance requests to construct an attached accessory structure (pergola) in the front yard setback and waive the requirements for a stable and corral set aside area for a property located at 5 Ringbit Road West (Sleep & Collida) (Lot 7-SF)

Presentation by Willdan Contract Senior Planner Schaetzel

Public Comment: Greg Kirkpatrick, Carol Marrone, Susan Sleep

Motion by Commissioner Cardenas, seconded by Commissioner Soo to Adopt Resolution 2025-09 as presented. Motion carried unanimously with the following vote:

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

Commissioner Douglass returned to the dais at 6:46 p.m. Commissioner Kirkpatrick remained recused for Item 10A.

10. Public Hearings

10.A. Zoning Case No. 24-162: Site Plan Review for the construction of a new single-family residence with attached garage, non-exempt grading and related improvements; Conditional Use Permit to construct a detached cabana, recreation court, stable, corral and detached trellis and finding the project categorically exempt from the California Environmental Quality Act for location at 80 Saddleback Road (Turpanjian) (LOT 67-RH)

Presentation by Willdan Contract Senior Planner Schaetzel

Public Comment: Joseph Speer, Dan Bolton, Gerald Turpanjian

Motion by Commissioner Cardenas, seconded by Commissioner Douglass to Adopt Resolution 2025-10 as presented. Motion carried unanimously with the following vote:

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

Commissioner Kirkpatrick returned to the dais at 7:06 p.m.

11. Discussion Items – None

12. Scheduled Field Trips

Willdan Contract Senior Planner Schaetzel announced that 10 Saddleback was a potential scheduled field trip.

13. Items from The Planning Commission – None

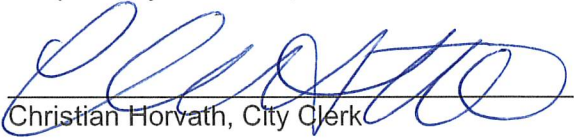
14. Items from Staff

City Manager Bañales announced that a phishing email was received by a current planning project applicant that appeared to come from the City with links to click on regarding purported fees. Staff was made aware and informed the community to build awareness.

15. Adjournment: 7:09 p.m.

The meeting was adjourned at 7:09 p.m. to the Planning Commission meeting on Tuesday, November 18, 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

