



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

2 PORTUGUESE BEND ROAD, ROLLING HILLS, CA 90274 | (310) 377-1521

Planning Commission

Tuesday, December 2, 2025, 6:30 PM

Regular Meeting
City of Rolling Hills

The meeting agenda is available on the City's website. The Planning Commission meeting will be live-streamed on the City's website. View both the [agenda and the live-streamed video](#).

Members of the public may submit written comments in real-time by [emailing the City Clerk's office](#). Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information that you do not want to be published.

View [recordings to Planning Commission meetings](#) online.

AGENDA

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approve Order of the Agenda

This is the appropriate time for the Mayor or Councilmembers to approve the agenda as is or reorder.

5. Blue Folder Items (Supplemental)

Blue folder (supplemental) items are additional back up materials to administrative reports, changes to the posted agenda packet, and/or public comments received after the printing and distribution of the agenda packet for receive and file.

6. Public Comment on Non-Agenda Items

This is the appropriate time for members of the public to make comments regarding items not listed on this agenda. Pursuant to the Brown Act, no action will take place on any items not on the agenda.

7. Consent Calendar

Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Mayor or any Councilmember may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion. The Mayor will call on anyone wishing to address the City Council on any Consent Calendar item on the agenda, which has not been pulled by Councilmembers for discussion.

7.A. Approve Affidavit of Posting for the Planning Commission Regular Meeting of December 2, 2025

RECOMMENDATION: Approve.

7.B. Approve the Minutes for the November 18, 2025 Planning Commission Meetings

RECOMMENDATION: Approve as presented.

8. Excluded Consent Calendar Items

9. Public Hearings on Items Continued From a Previous Meeting

10. Public Hearings

10.A. Zoning Case No. 25-101: Site plan review for new construction, non-exempt grading and related improvements; variances for a detached garage within front and side yard area, detached pool house within rear yard area, deck exceeding 12", import of soil, and to exceed 40 percent disturbance; conditional use permit to exceed 200 square feet for accessory structures, and finding the project exempt from the California Environmental Quality Act for location at 10 Saddleback Road (Birkett) (LOT 17-2-RH)

RECOMMENDATION: Open the public hearing, take public testimony, close the public hearing, discuss the proposed project, and provide direction to staff, agent and applicants.

In the event the Planning Commission decides to approve the project, a draft Resolution 2025-12 is included as an Attachment, entitled:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ROLLING HILLS GRANTING APPROVAL OF SITE PLAN REVIEW FOR NEW CONSTRUCTION, NON-EXEMPT GRADING AND RELATED IMPROVEMENTS; VARIANCES FOR A DETACHED GARAGE WITHIN FRONT AND SIDE YARD AREA, DETACHED POOL HOUSE WITHIN REAR YARD AREA, DECK EXCEEDING 12", IMPORT OF SOIL, AND TO EXCEED 40 PERCENT DISTURBANCE; CONDITIONAL USE PERMIT TO EXCEED 200 SQUARE FEET FOR ACCESSORY STRUCTURES, AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (BIRKETT)

11. Discussion Items

12. Scheduled Field Trips

13. Matters From Members of the Planning Commission

14. Matters From Staff

15. Adjournment

Next regular meeting: Tuesday, January 20, 2026 at 7:00 p.m. in the City Council Chamber, Rolling Hills City Hall, 2 Portuguese Bend Road, Rolling Hills, California, 90274.

Notice:

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for your review of this agenda and attendance at this meeting.