

REGULAR MEETING  
OF THE PLANNING COMMISSION  
CITY OF ROLLING HILLS  
6:30 P.M.  
TUESDAY, MAY 18, 2021  
VIA TELECONFERENCE

1. **CALL MEETING TO ORDER**

A regular meeting of the Planning Commission of the City of Rolling Hills was called to order by Chair Chelf at 6:31 p.m. on Tuesday, May 18, 2021 via teleconference.

2. **ROLL CALL**

Present: Cardenas, Cooley, Douglass, Vice Chair Kirkpatrick, and Chair Chelf.  
Absent: None.  
Staff Present: Meredith T. Elguira, Planning & Community Services Director.  
Brian Byun, Assistant City Attorney.  
Stephanie Grant, Code Enforcement Office and Planner.  
Ashford Ball, Senior Management Analyst.  
Janely Sandoval, City Clerk  
Leah Mirsch, Councilmember.

3. **APPROVAL OF THE AGENDA**

Agenda approved as presented.

4. **PUBLIC COMMENTS ON MINUTES AND ANY ITEM NOT ON THE AGENDA**

None.

5. **APPROVAL OF MINUTES**

Commissioner Cardenas motioned to approve minutes for February 16, 2021 Field Trip Planning Commission Meeting Minutes, and Commissioner Cooley seconded the motion.

AYES: COMMISSIONERS: Cooley, Vice Chair Kirkpatrick, and Chair Chelf.  
NOES: COMMISSIONERS: None.  
ABSENT: COMMISSIONERS: None.  
ABSTAIN: COMMISSIONERS: Cardenas and Douglas

Commissioner Cardenas motioned to approve remaining minutes as presented, and Commissioner Cooley seconded the motion.

AYES: COMMISSIONERS: Cardenas, Cooley, Douglas, Vice Chair Kirkpatrick, and Chair Chelf.  
NOES: COMMISSIONERS: None.  
ABSENT: COMMISSIONERS: None.  
ABSTAIN: COMMISSIONERS: None.

6. **RESOLUTIONS**

None.

7. **PUBLIC HEARINGS ON ITEMS CONTINUED FROM PREVIOUS MEETING.**

**7A. ZONNING CARE NO. 2021-01: REQUEST FOR; 1) CONDITIONAL USE PERMIT FOR A PROPOSED DETACHED GARAGE; 2) VARIANCES FOR: LOT AND PAD COVERAGE EXCEEDANCE, ENCROACHMENT INTO REQUIRED STABLE/CORRAL SETBACK FROM HABITABLE STRUCTURE AND GARAGE, AND FOR GRADING EXPORT; AND 3) SITE PLAN REVIEW FOR GRADING FOR PROPERTY LOCATED AT 23 CHUCKWAGON ROAD, ROLLING HILLS, CA (RAMIREZ).**

New City staff were introduced to the Commissioners.

Planning and Community Services Director Meredith Elguira presented the item and explained the difference between previous plan and the proposed plan. She also provided information on how the project exceeds current code.

Architect Domingo provided additional details between previous project and revised project.

Commissioner Cooley asked for detail how the project was able to meet the thirty-five feet setback between the equestrian use and the ADU.

Architect Domingo stated that decreasing the size of the garage made it possible.

Resident Cheryl Marcs, 8 Chesterfield Road, stated her concerns regarding overdevelopment, and traffic and safety issues that can follow if project is approved.

Resident Gordana Swanson, 2 Chesterfield Road, stated her concerns regarding overdevelopment and potential safety issues. She wants to ensure acreage usage is up to code and efficiently being used for current and future owners.

Residents Bill and Tanya Dilfer, 25 Chuckwagon Road, questioned revisions made to the original plans and stated their concerns regarding view obstruction and overdevelopment.

Planning and Community Services Director read email from resident Martha Bernadette into record, 10 Chesterfield, regarding her traffic and safety concerns, and the importance of proper drainage be installed for safety of the house down the hill.

Chair Chelf informed residents that their comments will be discussed with all Commissioners.

Discussion ensued among the Commissioners and staff.

**MOTION:** Commissioner Cardenas motioned to direct staff to draft a resolution for approval of the project with amendments presented in the meeting such as, shifting of the barn, and mandate for proper landscaping to obscure the structure and removal of the wall on the Chesterfield side and Vice Chair Kirkpatrick seconded the motion.

AYES: COMMISSIONERS: Cardenas, Cooley, Douglas, Vice Chair Kirkpatrick, and Chair Chelf.

NOES: COMMISSIONERS: None.

ABSENT: COMMISSIONERS: None.

ABSTAIN: COMMISSIONERS: None.

## 8. **NEW PUBLIC HEARINGS**

**8A. ZONING CASE NO. 2021-04: REQUEST FOR: 1) CONDITIONAL USE PERMITS FOR PROPOSED SPORTS COURT AND MIXED USE STRUCTURE; AND 2) REQUEST FOR VARIANCES FRO; ENCROACHMENT INTO THE REQUIRED SETBACKS FOR THE SPORTS COURT AND MIXED USE STRUCUTRE AND PAD COVERAFE EXCEEDANCE.**

Planning and Community Service Director Meredith presented the proposed project.

Applicant Keith Muller provided detailed report regarding revisions made to original proposed project.

Vice Chair Kirkpatrick asked what the main purpose of the sports court usage.

Applicant Keith Muller stated the proposed sports court will be used for tennis.

Applicant Heather Docherty stated the chain-link fence around the sports court will be 10 feet high.

Chair Chelf asked additional questions about view impact and landscaping.

Applicant Muller stated vegetation will be planted along the fence line.

Planning and Community Services Director Elguira provided further details regarding the proposed landscape.

Commissioner Cooley asked if there was safety concerns regarding new access from onsite.

Planning and Community Services Director Elguira mentioned there are no safety concerns for first responders.

Resident from 2 Appaloosa Lane called and informed staff he supports the project.

Discussion ensued among the Commissioners.

**MOTION:** Commissioner Cardenas motioned to approve resolution no. 2021-05 with the conditions set forth by the changes made today to the plans including the three-rail fence maintained on the street side, not allow for a second story being added, and all other said changes made today and Vice Chair Kirkpatrick seconded the motion.

AYES: COMMISSIONERS: Cardenas, Cooley, Douglas, Vice Chair Kirkpatrick, and Chair Chelf.

NOES: COMMISSIONERS: None.

ABSENT: COMMISSIONERS: None.

ABSTAIN: COMMISSIONERS: None.

9. **NEW BUSINESS**

None.

10. **OLD BUSINESS**

None.

11. **SCHEDULED FIELD TRIPS**

**11A. 75 SADDLEBACK ROAD (ZONING CASE NO. 20-09)**

**11B. 2 SPUR LANE (ZONING CASE NO. 21-05)**

12. **ITEMS FROM STAFF**

**12A. Trees and Views Committee Training on Wednesday, May 26, 2021 at 4 PM.**

Planning and Community Director reminded committee members regarding training date and time.

**12B. Trees and Views Committee Meeting on Tuesday, June 1, 2021 at 4 PM (field trip) and 5 PM (hearing).**

Planning and Community Director informed Commissioners the date and time of the first Trees and Views Committee Meeting.

13. **ITEMS FROM PLANNING COMMISSION**

None.

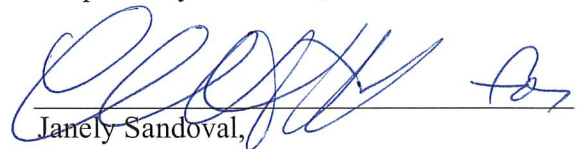
14. **ADJOURNMENT**

Hearing no further business before the Planning Commission, Chair Chelf adjourned the meeting at 6:28 PM via teleconference.

Next regular meeting: Tuesday, June 15, 2021 at 6:30 p.m. via City's website's link at:  
<https://www.rolling-hills.org/government/agenda/index.php>

Join Zoom Meeting via  
<https://us02web.zoom.us/j/99343882035?pwd=MWZXaG9ISWdud3NpajYwY3dFblFZz09> Meeting ID: 993 4388 2035 Passcode: 647943

Respectfully submitted,

  
Janely Sandoval,  
City Clerk

Approved,

  
Brad Chelf  
Chairman