



Minutes
Rolling Hills Planning Commission
Tuesday, December 17, 2024
Regular Meeting 6:30 p.m.

1. CALL MEETING TO ORDER

The Planning Commission of the City of Rolling Hills met in person in the Council Chambers at City Hall at 2 Portuguese Bend Road on the above date at 6:30 p.m. Chair Chelf presiding.

2. ROLL CALL

Commissioners Present:	Cooley, Douglass, Vice Chair Kirkpatrick, Chair Chelf
Commissioners Absent:	Commissioner Cardenas
Staff Present:	Lisa Edwards, Willdan Consultant Principal Planner
	Stephanie Grant, Assistant Planner
	Kurrin Kastelan, Administrative Clerk/Bookkeeper
	Karina Bañales, City Manager
	Michael Ervin, Assistant City Attorney

3. PLEDGE OF ALLEGIANCE

City Manager, Karina Bañales led the Pledge of Allegiance.

4. APPROVE ORDER OF THE AGENDA

Chair Chelf approved the order of the agenda. Vice Chair Kirkpatrick second. Motion carried unanimously with the following vote:

AYES:	Cooley, Douglass, Vice Chair Kirkpatrick, Chair Chelf
NOES:	None
ABSENT:	Commissioner Cardenas

5. BLUE FOLDER ITEMS (SUPPLEMENTAL) – NONE

6. PUBLIC COMMENTS ON NON-AGENDA ITEMS

City Manager, Karina Bañales introduced Willdan Consultant Principal Planner Lisa Edwards and noted this was the last meeting for Commissioner Cooley.

Commissioner Cooley made brief remarks.

7. CONSENT CALENDAR

7.A. APPROVE AFFIDAVIT OF POSTING FOR THE PLANNING COMMISSION REGULAR MEETING OF DECEMBER 17, 2024

7.B. APPROVE THE MINUTES FOR THE OCTOBER 15, 2024, PLANNING COMMISSION MEETINGS

- 7.C. MINOR MODIFICATION TO ZONING CASE NO. 22-51: SITE PLAN REVIEW TO CONSTRUCT A NEW SINGLE-FAMILY RESIDENCE WITH A BASEMENT, ATTACHED GARAGE, FIVE-FOOT-HIGH RETAINING WALLS, NON-EXEMPT GRADING, AND RELATED IMPROVEMENTS; VARIANCES TO CONSTRUCT: (1) A SWIMMING POOL/SPA IN THE FRONT YARD, (2) RETAINING WALLS EXCEEDING AN AVERAGE OF 2 1/2 FEET IN HEIGHT, (3) RETAINING WALLS IN THE FRONT YARD, AND (4) NONEXEMPT GRADING EXPORT ON A PROPERTY LOCATED AT 4 POPPY TRAIL, ROLLING HILLS, CA 90274 (LOT 17-A-PT) (ARVIDSON), AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Motion by Vice Chair Kirkpatrick, seconded by Commissioner Cooley to approve the Consent Calendar.
Motion carried unanimously with the following vote:

AYES: Cooley, Douglass, Vice Chair Kirkpatrick, Chair Chelf
NOES: None
ABSENT: Commissioner Cardenas

8. EXCLUDED CONSENT CALENDAR ITEMS – NONE

9. PUBLIC HEARINGS ON ITEMS CONTINUED FROM PREVIOUS MEETINGS

- 9.A. ZONING CASE NO. 24-074: SITE PLAN REVIEW FOR CONSTRUCTION, GRADING, STABLE ACCESS, AND OTHER IMPROVEMENTS; CONDITIONAL USE PERMITS FOR A RECREATIONAL GAME COURT (TENNIS COURT), STABLE WITH LOFT GREATER THAN 200 SQUARE FEET, CORRAL GREATER THAN 550 SQUARE FEET, AND AN EXISTING BUILDING TO BE CONVERTED TO A MIXED USE BUILDING (GUEST HOUSE/RECREATION ROOM); AND VARIANCES FOR CONSTRUCTION IN THE FRONT AND REAR YARD SETBACKS, AND DEVIATIONS FROM THE CONDITIONS FOR A CONDITIONAL USE PERMIT PER ROLLING HILLS MUNICIPAL CODE SECTION 17.16.210(A) FOR A PROPERTY LOCATED AT 2 POSSUM RIDGE ROAD, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (LOT 123-RH) (WHITCOMBE)**

Presentation by Principal Planner Lisa Edwards

Public Comment: Megan Campbell, Doug Whitcombe, Dan Bolton

Principal Planner Edwards introduced late correspondences regarding Preliminary Landscape Review.

Motion by Vice Chair Kirkpatrick, seconded by Commissioner Douglass to approve Zoning Case No. 24-074 to strike Guest House and direct staff to work closely with applicant on building an ADU and on landscape plan. Motion carried unanimously with the following vote:

AYES: Cooley, Douglass, Vice Chair Kirkpatrick, Chair Chelf
NOES: None
ABSENT: Commissioner Cardenas

10. NEW PUBLIC HEARINGS

- 10.A. ZONING CASE NO. 24-053: CONDITIONAL USE PERMIT FOR A DETACHED STRUCTURE THAT EXCEEDS 200 SQUARE FEET LOCATED AT 74 EASTFIELD DRIVE, ROLLING HILLS, CA 90274, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (LOT 119-EF) (COCKE)**

Presentation by Stephanie Grant

Motion by Vice Chair Kirkpatrick, seconded by Commissioner Douglass, to approve Zoning Case No. 24-053. Motion carried unanimously with the following vote:

AYES: Cooley, Douglass, Vice Chair Kirkpatrick, Chair Chelf
NOES: None
ABSENT: Commissioner Cardenas

11. OLD BUSINESS – NONE

12. NEW BUSINESS – NONE

13. SCHEDULED FIELD TRIPS

Assistant Planner Grant noted that 15 Flying Mane will be scheduled for January's meeting. Chair Chelf and Commissioner Douglass noted that they may have conflict with this resident's project due to the proximity of their properties to the project location.

14. ITEMS FROM STAFF – NONE

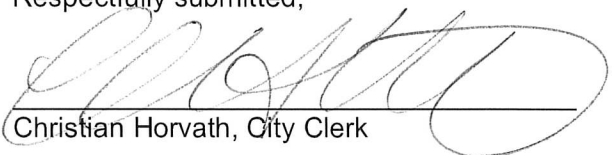
15. ITEMS FROM THE PLANNING COMMISSION

Vice Chair Kirkpatrick asked about deadline for new Form 700's. Staff informed the Commission that the City Clerk would communicate with them.

16. ADJOURNMENT: 7:29 P.M.

The meeting was adjourned at 7:29 p.m. to the Planning Commission meeting on Tuesday, January 21, 2025, beginning at 6:30 p.m. at City Hall.

Respectfully submitted,


Christian Horvath, City Clerk

Approved,


Brad Chelf, Chair

