



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: Soo, Cardenas, Kirkpatrick, Chair Chelf
Commissioners Absent: Douglass
Staff Present: Stephanie Grant, Assistant Planner
Kurrin Kastelan, Administrative Clerk/Bookkeeper
Karina Bañales, City Manager
Michael Ervin, Assistant City Attorney

3. PLEDGE OF ALLEGIANCE – City Manager Bañales

City Manager Bañales welcomed and introduced newly appointed Commissioner Sharon Soo.

4. APPROVE ORDER OF THE AGENDA

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

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 JANUARY 21, 2025

7.B. APPROVE THE MINUTES FOR THE DECEMBER 17, 2024, PLANNING COMMISSION MEETINGS

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

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

8. EXCLUDED CONSENT CALENDAR ITEMS – NONE

9. PUBLIC HEARINGS ON ITEMS CONTINUED FROM PREVIOUS MEETINGS – NONE

Chair Chelf moved to Item 15.

15. ITEMS FROM THE PLANNING COMMISSION

15.A. PRESENT A CERTIFICATE OF RECOGNITION TO FORMER PLANNING COMMISSIONER JANA COOLEY FOR HER 8 YEARS OF SERVICE TO THE CITY OF ROLLING HILLS ON BEHALF OF THE MAYOR AND CITY COUNCIL

City Manager Bañales and Chair Chelf presented former Planning Commissioner Jana Cooley with a certificate of recognition. Former Commissioner Cooley thanked the Planning Commission and City staff.

10. NEW PUBLIC HEARINGS

10.A. ZONING CASE NO. 24-027: VARIANCE FOR RESIDENTIAL ADDITION TO ENCROACH INTO THE SETBACK LOCATED AT 15 FLYING MANE ROAD, ROLLING HILLS, CA 90274, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (LOT 54-SF) (MOLLURA & ROGERS)

Chair Chelf recused himself from the item due to his residence being within 500 feet.

Presentation by Assistant Planner Grant

Motion by Commissioner Cardenas, seconded by Commissioner Soo to adopt Resolution 25-001 with addition to landscape conditions. Motion carried unanimously with the following vote:

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

Chair Chelf returned to the dais.

11. OLD BUSINESS – NONE

12. NEW BUSINESS – NONE

13. SCHEDULED FIELD TRIPS – NONE

14. ITEMS FROM STAFF

14.A. DISCUSSION REGARDING COMMITTEE ON TREES AND VIEWS VACANCY AND POTENTIAL ASSIGNMENT BY THE PLANNING COMMISSION

Motion by Commissioner Cardenas, seconded by Vice Chair Kirkpatrick for Chair Chelf to join Committee of Trees and Views. Motion carried unanimously with the following vote:

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

16. ADJOURNMENT: 6:59 P.M.

The meeting was adjourned at 6:59 p.m. to the Planning Commission meeting on Tuesday, February 18, 2025, beginning at 6:30 p.m. at City Hall.

Respectfully submitted,


Christian Horvath, City Clerk

Approved,


Brad Chelf, Chair