

AGENDA
REGULAR MEETING
AGOURA HILLS PLANNING COMMISSION
Civic Center – Council Chambers
30001 Ladyface Court, Agoura Hills, California 91301
Thursday, February 6, 2025
6:30 p.m.

Please silence all cell phones and other electronic devices during the meeting.

ATTEND OR WATCH THE MEETING

For in-person attendance, Council Chamber doors will open to the public at 6:00 p.m. To watch the live stream or archive of this meeting on YouTube, enter “Agoura Hills Planning Commission” and click on the date of the meeting. To watch the live stream or archive of this meeting on the City’s website, go to agourahillscity.org and click on the “Watch Meetings Online” button.

PUBLIC PARTICIPATION (PUBLIC COMMENT)

Option A: To provide public comment in-person in the Council Chambers

Members of the public have an opportunity to attend the meeting in-person in the Council Chambers and speak or submit a written comment on any item listed on the Agenda. If you wish to speak, complete a Speaker’s Card for each item and submit to the Recording Secretary prior to the public comment portion of the item. Public testimony is limited to three (3) minutes per speaker; a speaker’s time may not be transferred to another speaker. Written public comments submitted at the meeting are not read aloud by the Recording Secretary.

Option B: To submit written public comments prior to the meeting

*Members of the public have an opportunity to submit email correspondence on any item listed on the Agenda. To ensure the Planning Commission has the opportunity to review and/or consider information prior to the meeting, please identify the Agenda item number or topic in the email subject line and **submit written public comments to: comments@agourahillscity.org on or before 4:00 p.m. on the meeting date.** Public comments are not read into the record by the Recording Secretary. Please note: any public comments received after the deadline may not be considered as part of the Planning Commission’s deliberations nor entered into the official record. However, members of the public may participate by attending the meeting to submit or make their comments in-person.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Morgan Roth
Vice Chair Jessica Reinhardt
Commissioner Meril Platzer
Commissioner Brit Sharon
Commissioner Bruce Stein

EXCUSED ABSENCE

APPROVAL OF AGENDA

PUBLIC COMMENTS

*(This section is reserved for persons wishing to address items not listed on the Agenda that are under the subject matter jurisdiction of the Planning Commission. **Please refer to “Public Participation” above for full details on how to speak or submit written public comments under this category.**)*

CONSENT CALENDAR

*(Items on the Consent Calendar may be approved by a single motion and vote. Unless pulled by the Planning Commission, there will be no separate discussion of these items. This section is reserved for persons wishing to address items on the Consent Calendar. **Please refer to “Public Participation” above for full details on how to speak or submit written public comments under this category.**)*

1. Approve Minutes of the Regular Planning Commission Meeting of January 16, 2025

STAFF REFERENCE: CITY CLERK/RECORDING SECRETARY RODRIGUES

PUBLIC HEARING – PUBLIC SCOPING MEETING

*(This section is reserved for persons wishing to address items listed under Public Hearing. **Please refer to “Public Participation” above for full details on how to submit written public comments or speak under this category.**)*

2. Public Hearing to Conduct a Public Scoping Meeting to Receive Public Comments for Notice of Preparation of a Programmatic Environmental Impact Report for the City of Agoura Hills' Bicycle Master Plan

STAFF REFERENCES: COMMUNITY DEVELOPMENT DIRECTOR THOMAS
SENIOR CIVIL ENGINEER YAMBAO

PLANNING COMMISSION / STAFF COMMENTS

ADJOURNMENT

The next Regular Planning Commission Meeting will be held at 6:30 p.m., on Thursday, February 20, 2025, in the Council Chambers of the Civic Center. The Civic Center is located at 30001 Ladyface Court, Agoura Hills, California.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a Planning Commission meeting or other services offered by the City of Agoura Hills, please contact the City Clerk's Office at (818) 597-7300. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting.

Copies of reports or other written documentation relating to each item of business described above are posted to the City's website at agourahillscity.org and are on file in the Planning Division of the Community Development Department, Agoura Hills City Hall, 30001 Ladyface Court, Agoura Hills, California.

The telecast of the February 6, 2024, Regular Planning Commission Meeting will be shown on Channel 10 for Time Warner Cable subscribers, Channel 3 for Charter subscribers, and Channel 99 for AT&T U-Verse subscribers, at a later date, and run daily until the next regularly scheduled Planning Commission meeting. The broadcast schedule is as follows: Sa-10am; Su-3pm; M-7pm; T-10am; W-3pm; Th-10am; and F-7pm.

MINUTES
REGULAR MEETING
AGOURA HILLS PLANNING COMMISSION
Civic Center – Council Chambers
30001 Ladyface Court, Agoura Hills, California 91301
Thursday, January 16, 2025
6:30 p.m.

The Planning Commission meeting was called to order at 6:30 p.m. by Vice Chair Roth.

The Pledge of Allegiance was led by Commissioner Stein.

Present were: Vice Chair Morgan Roth, Commissioner Meril Platzter, Commissioner Jessica Reinhardt, Commissioner Brit Sharon, and Commissioner Bruce Stein.

Also Present were: Community Development Director Denice Thomas, Assistant City Attorney Travis M. Kaya, Principal Planner Robby Nesovic, and City Clerk/Recording Secretary Kimberly M. Rodrigues.

OATHS OF OFFICE TO INCOMING PLANNING COMMISSIONERS

The Oaths of Office to the new Planning Commissioners were administered by City Clerk Rodrigues.

EXCUSED ABSENCE

There were no absences.

APPROVAL OF AGENDA

ACTION: Commissioner Reinhardt moved to approve the Agenda, as presented. Commissioner Stein seconded. The motion carried 5-0, by the following roll call vote:

AYES: Vice Chair Roth and Commissioners Platzter, Reinhardt, Sharon, and Stein.

NOES: None.

ABSTAIN: None.

ABSENT: None.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

There were no public comments.

ACTION: Commissioner Sharon moved to approve Consent Calendar Items Nos. 1-2, as presented. Commissioner Stein seconded. The motion carried 5-0, by the following roll call vote:

AYES: Vice Chair Roth and Commissioners Platzer, Reinhardt, Sharon, and Stein.

NOES: None.

ABSTAIN: None.

ABSENT: None.

1. Approve Minutes of the Regular Planning Commission Meeting of November 11, 2024
2. Approve Planning Commission 2025 Meeting Schedule

DISCUSSION / ACTION

3. Selection of Planning Commission Chair and Vice Chair for 2025

There were no public comments.

Vice Chair Roth opened the nominations for Chair.

ACTION: Commissioner Sharon moved to nominate Vice Chair Roth as Chair. Commissioner Stein seconded. The motion carried 5-0, by the following roll call vote:

AYES: Vice Chair Roth and Commissioners Platzer, Reinhardt, Sharon, and Stein.

NOES: None.

ABSTAIN: None.

ABSENT: None.

Morgan Roth was selected as Chair.

Chair Roth opened the nominations for Vice Chair.

ACTION: Commissioner Sharon moved to nominate Commissioner Reinhardt as Vice Chair. Commissioner Stein seconded. The motion carried 5-0, by the following roll call vote:

AYES: Chair Roth and Commissioners Platzer, Reinhardt, Sharon, and Stein.

NOES: None.

ABSTAIN: None.

ABSENT: None.

Jessica Reinhardt was selected as Vice Chair.

PLANNING COMMISSION / STAFF COMMENTS

Community Development Director Thoms requested: an email response from each Commissioner as to whether or not they wished to attend the upcoming CalCities Planning Commissioners Academy (scheduled for March 5-7, 2025, in Santa Rosa); any Commissioner who wished to have an onboarding refresher to contact her; and for newly appointed Commissioner Platzer to contact her to schedule an onboarding appointment prior to the next meeting.

Chair Roth reported attending the Academy his first year and highly recommended attendance to the Commissioners, thanked the City for “*keeping the community aware and informed*” regarding the fires, and thanked the Commission for their nomination (as Chair).

Commissioner Sharon wished the best to everyone affected by the fires.

Commissioner Platzer made her personal remarks, thanking Councilmember Anstead for her appointment, and extended her regards to all the residents of Los Angeles County affected by the fires.

ADJOURNMENT

At 6:41 p.m., Chair Roth announced the next Regular Meeting of the Planning Commission was scheduled for Thursday, February 6, 2025, at 6:30 p.m., in the Council Chambers of the Civic Center, and adjourned the meeting.

Kimberly M. Rodrigues, MMC
City Clerk/Recording Secretary

REPORT TO PLANNING COMMISSION

DATE: FEBRUARY 6, 2025

TO: HONORABLE CHAIR AND MEMBERS OF THE PLANNING COMMISSION

**FROM: DENICE THOMAS, COMMUNITY DEVELOPMENT DIRECTOR
CHARMAINE YAMBAO, SENIOR CIVIL ENGINEER**

**SUBJECT: PUBLIC SCOPING MEETING TO RECEIVE PUBLIC COMMENTS FOR
NOTICE OF PREPARATION OF A PROGRAMMATIC ENVIRONMENTAL
IMPACT REPORT FOR THE CITY OF AGOURA HILLS' BICYCLE
MASTER PLAN**

The objectives of the Bicycle Master Plan included developing a citywide network that ensures residents have access to safe bicycle facilities, meets both commuter and recreational needs, provides connectivity to regional bicycle facilities, and provides standard design details for typical bicycle facility types and treatments. The development of the Bicycle Master Plan has been an ongoing process since its initiation, with community engagement being integral to the success of the plan. The community engagement strategies utilized for the plan included an online survey, project space on the City's website, two community workshops with activities, online engagement tool (STRAVA), social media announcements, and stakeholder outreach with Los Angeles County Sheriff, Las Virgenes Unified School District, Community Services, local city and County partners, and local homeowners associations. The final draft of the Bicycle Master Plan has been posted on the City's website since early August 2022 for the public to review and provide comments prior to adoption.

The purpose of this public scoping meeting is to receive public comments from relevant agencies and the public on items to be included in the Programmatic Environmental Impact Report (PEIR) to be prepared pursuant to the California Environmental Quality Act (CEQA) for the proposed Bicycle Master Plan. The Project includes the following components:

1. Bicycle Master Plan. The Bicycle Master Plan proposes 30.1 miles of new bikeways and bikeway improvements to build upon the city's existing 1.3 miles of bicycle routes and 9.2 miles of bicycle lanes. The Bicycle Master Plan aims to create a network of diverse bike corridors, as well as support facilities and programs to link local and regional destinations and make biking more practical and desirable for a broader range of people. The City seeks to prioritize implementation of two projects within the Bicycle Master Plan: the Medea Creek Path (Path), a two-mile bicycle path along the Medea Creek Channel, and the

Agoura High School Connection (Connection), a 0.35-mile bicycle path connecting two intersections adjacent to Agoura High School.

2. VMT Mitigation Exchange and Banking Program (Program). The Program would establish a mitigation opportunity for projects exceeding the vehicle miles traveled (VMT) threshold by allowing a developer or project proponent to purchase VMT reduction credits, which would in turn be used to fund the implementation of bicycle improvement projects identified within the BMP.
3. General Plan Amendments (Amendments). To ensure the city's General Plan is consistent with the Bicycle Master Plan, the Project would amend the existing General Plan Infrastructure and Community Services Element.

A Notice of Preparation (NOP) of a PEIR has been prepared pursuant to CEQA Guidelines Section 15082 and is attached to this report. The NOP describes the Project and lists the environmental topics that will be analyzed in the PEIR. A PEIR may be prepared in the case of a series of actions that can be characterized as one large project and are either related geographically, as logical parts in the chain of contemplated actions, or in connection with the issuance of rules, regulations, plans, or other general criteria to govern the conduct of a continuing program (CEQA Guidelines Section 15168).

Staff have mailed the NOP and notice of the scoping meeting to relevant federal, state, and local agencies to obtain their written comments. Staff have also mailed the NOP to interested parties and members of the public requesting to be informed on matters pertaining to the Bicycle Master Plan. A notice of the NOP availability and scoping meeting was published in the Acorn, and posted at City Hall, the Agoura Hills Library, and the City Recreation and Event Center.

During the scoping meeting, staff will provide a brief presentation, followed by public comments on what should be addressed in the PEIR. The scoping meeting does not include a discussion of the merits of the Project and does not require comments or a decision by the Planning Commission. Staff are available to provide clarification on the Project and on the CEQA process, as needed.

The Draft PEIR is expected to be available for public comment in Summer 2025. The Bicycle Master Plan and Final PEIR will be brought before the Planning Commission in the third quarter of Fiscal Year 2025-2026 for consideration and a recommendation to City Council on whether to adopt the Bicycle Master Plan and certify the PEIR.

RECOMMENDATION

Staff recommends that the Planning Commission hold a public scoping meeting to receive public comments on the PEIR to be prepared for the Bicycle Master Plan. No decision or action is required of the Planning Commission at this time.

Attachment: Notice of Preparation dated January 13, 2025.



To: State Clearinghouse, Responsible Agencies, Trustee Agencies,
and Interested Parties and Organizations

From: City of Agoura Hills
30001 Ladyface Court
Agoura Hills, CA 91301

Date: January 13, 2025

**CITY OF AGOURA HILLS
NOTICE OF PREPARATION (NOP) OF A PROGRAMMATIC ENVIRONMENTAL
IMPACT REPORT FOR THE BICYCLE MASTER PLAN**

The City of Agoura Hills will be the Lead Agency and will prepare a Programmatic Environmental Impact Report (PEIR) pursuant to the State of California Public Resources Code and the "Guidelines for Implementation of the California Environmental Quality Act of 1970," as amended to date.

PROJECT LOCATION: The City of Agoura Hills is located in western Los Angeles County near the southeastern edge of Ventura County. Agoura Hills is bordered by the City of Westlake Village to the west, the City of Thousand Oaks to the northwest, the unincorporated community of Oak Park (Ventura County) to the north, the City of Calabasas and unincorporated areas of Los Angeles County to the east, and unincorporated areas of Los Angeles County to the south. Regional access to the City is provided by U.S. Highway 101 which runs east-west through the City of Agoura Hills. Local access within the City is provided primarily by Kanan Road and Reyes Adobe Road in the north-south direction, and Agoura Road and Thousand Oaks Boulevard in the east-west direction. The Planning Area for the Bicycle Master Plan (BMP) includes the existing City boundaries (approximately 7.86 square miles). Specific improvements within the BMP would be located in the areas depicted in Figure 1.

PROJECT DESCRIPTION: The proposed project includes the following components:

1. *Bicycle Master Plan (BMP).* The BMP proposes 30.1 miles of new bikeways and bikeway improvements to build upon the city's existing 1.3 miles of bicycle routes and 9.2 miles of bicycle lanes. The BMP aims to create a network of diverse bike corridors, as well as support facilities and programs to link local and regional destinations and make biking more practical and desirable for a broader range of people. The City seeks to prioritize implementation of two projects within the BMP: the Medea Creek Path (Path), a two-mile bicycle path along the Medea Creek Channel, and the Agoura High School Connection (Connection), a 0.35-mile bicycle path connecting two intersections adjacent to Agoura High School.
2. *VMT Mitigation Exchange and Banking Program (Program).* The Program would establish a mitigation opportunity for projects exceeding the vehicle miles traveled (VMT) threshold by allowing a developer or project proponent to purchase VMT

reduction credits, which would in turn be used to fund the implementation of bicycle improvement projects identified within the BMP.

3. *General Plan Amendments (Amendments)*. To ensure the city's General Plan is consistent with the Bicycle Master Plan, the project would amend the existing General Plan Infrastructure and Community Services Element.

DRAFT ENVIRONMENTAL DOCUMENT: The City of Agoura Hills will prepare a programmatic environmental document evaluating the potential environmental effects of the proposed project. Pursuant to CEQA Section 15168, a Program EIR (PEIR) will be prepared for the Bicycle Master Plan Project. The PEIR will evaluate the potentially significant environmental impacts of the project, will propose feasible mitigation measures that may lessen or avoid such impacts, and will analyze alternatives that could reduce potential environmental impacts. It is anticipated the EIR will evaluate potentially significant environmental effects related to the following environmental issues:

- | | |
|--------------------------------------|--------------------------------------|
| ▪ Aesthetics | ▪ Noise |
| ▪ Agriculture and Forestry Resources | ▪ Population and Housing |
| ▪ Air Quality | ▪ Public Services |
| ▪ Biological Resources | ▪ Recreation |
| ▪ Cultural Resources | ▪ Transportation |
| ▪ Energy | ▪ Tribal Cultural Resources |
| ▪ Geology and Soils | ▪ Utilities and Service Systems |
| ▪ Greenhouse Gas Emissions | ▪ Wildfire |
| ▪ Hazards and Hazardous Materials | ▪ Mandatory Findings of Significance |
| ▪ Hydrology and Water Quality | |
| ▪ Land Use and Planning | |
| ▪ Mineral Resources | |

In addition, the EIR will include a discussion of other topics required by CEQA, including cumulative impacts, project alternatives, growth-inducing effects, and significant irreversible effects.

PUBLIC SCOPING PERIOD: The City would like to know the views of all interested parties requesting notice, responsible agencies, agencies with jurisdiction by law, and trustee agencies as to the scope and content of the environmental information to be included in the PEIR that is germane to your agency's statutory responsibilities (CEQA Section 21080.4 and CEQA Guidelines Section 15082). Your agency may need to use the PEIR when considering a permit or other approval for the individual projects included therein. Due to the time limits mandated by CEQA Section 15082(b), all formal comments on the NOP shall be submitted in writing via e-mail or U.S. mail no later than 30 days from the date of receipt of the NOP by U.S. certified mail, or, if not

received via U.S. certified mail, no later than 5:00 PM on February 12, 2025. When responding, provide the name and contact information for your agency's staff contact.

Please send your response to the following:

Charmaine Yambao, PE
Senior Civil Engineer, Public Works
30001 Ladyface Court
Agoura Hills, CA 93101

Responses may also be e-mailed to cyambao@agourahillscity.org. Questions may be directed to this e-mail address, or (818) 597-7360.

A public scoping meeting per CEQA Guidelines Section 15082 is also scheduled. Please see the public meeting notice, attached to this NOP, for further information.



Charmaine Yambao, PE, Senior Civil Engineer

Date: January 13, 2025

Figure 1 Project Location

