

**CARMEL-BY-THE-SEA  
PLANNING COMMISSION**

**REGULAR MEETING MINUTES**

**Wednesday, November 12, 2025**

**CALL TO ORDER AND ROLL CALL - TOUR**

The following Commission members were present for the tour: Mel Ahlborn, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: Erin Allen

**TOUR OF INSPECTION**

The Board/Commission will meet and convene the public hearing at the first location listed below on the Tour of Inspection. The public is welcome to join the tour. The tour is intended only to give the Board/Commission an opportunity to view project sites scheduled for a public hearing later that day. No deliberations on the merits of projects will take place during the Tour of Inspection. Following completion of the tour, the Board/Commission will recess and return to the Council Chambers to reconvene the public hearing at 4:00 p.m., or as soon thereafter as possible.

- A. **DS 25153 (Van Selow):** Lincoln Street 3 northeast of 4th Avenue
- B. **DS 22-057 (Lim):** North Casanova Street 2 southeast of Palou Avenue
- C. **DS 24046 (Teresi):** Carmelo Street 5 northeast of Ocean Avenue
- D. **DS 25019 (McWhorter):** Carmelo Street 2 northeast of Ocean Avenue
- E. **DS 25095 (DCV Enterprise Partners II, LLC):** Camino Real 2 southwest of 7th Avenue

**CALL TO ORDER AND ROLL CALL - CHAMBERS**

The following Commission members were present: Mel Ahlborn, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: Erin Allen

**PUBLIC APPEARANCES**

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Chair. Persons are not required to provide their names, however, it is helpful for speakers to state their names so they may be identified in the minutes of the meeting. Under the Brown Act, public comment for matters on the agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. If a member of the public attending the meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act, then that speaker will be muted.

The following members of the public appeared before the Commission: None

**ANNOUNCEMENTS**

None

## CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Commission or the public may ask that any items be considered individually for purposes of Board/Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

- 1) October 8, 2025 Regular Meeting Minutes
- 2) October 20, 2025 Special Meeting Minutes
- 3) Monthly Activity Report: October 2025
- 4) Adoption of the 2026 Planning Commission Calendar
- 5) **TE 25308 (Britton):** Consideration of a time extension for DS 24089, LM 24151, and Coastal Development Permit (Britton) allowing the demolition of an existing single-family residence and the construction of a new 3,178 square-foot, one-story single-family residence, inclusive of a 462 square-foot attached garage, located at Santa Fe Street 2 southwest of Mountain View Avenue in the Single-Family Residential (R-1) District. APN: 010-082-002-000
- 6) **TE 25261 (Hofsas House):** Consideration of a time extension for DR 24059, UP 24060, and Coastal Development Permit (Hofsas House, Inc.) for the demolition of an existing 38-room hotel and the construction of a new 38-room hotel and two apartments, inclusive of the historic "Donna Hofsas House" and associated hotel ancillary uses, located on San Carlos Street 2 northwest of 4th Avenue in the Residential & Limited Commercial (RC) District. APN: 010-124-001-000 and 010-124-014-000.
- 7) **DS 22-057 (Lim):** Consideration of a combined Concept and Final Design Study for the demolition of an existing 1,053 square-foot, one-story single-family residence, inclusive of a 205 square-foot detached garage, and the construction of a 1,798 square-foot, two-story single-family residence, inclusive of a 294 square-foot attached garage, in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay, and Beach/Riparian (BR) Overlay. APN: 010-225-003-000
- 8) **DS 25018 (Wong):** Consideration of a Design Study Referral and associated Coastal Development Permit for the construction of a new 400 square foot 2nd-story attached accessory dwelling unit located at Trail View 2 southeast of Flanders Way in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, Beach and Riparian (BR) Overlay District. APN: 010-331-046-000

**Item 6: TE 26261 (Hofsas House) and Item 8: DS 25018 (Wong) were pulled for discussion.**

**Public Comment:**

None

It was moved by Commissioner Locke and seconded by Commissioner Ahlborn to approve the consent agenda, inclusive of Item 1: October 8, 2025 Regular Meeting Minutes, Item 2: October 20, 2025 Special Meeting Minutes, Item 3: Monthly Activity Report: October 2025, Item 4: Adoption of the 2026 Planning Commission Calendar, Item 5: TE 25308 (Britton), and Item 7: DS 22-057 (Lim).

The motion passed by the following roll call vote:

**AYES:** Commission Member(s): Ahlborn, Karapetkov, Locke, LePage  
**NOES:** Commission Member(s): None  
**ABSTAINED:** Commission Member(s): None  
**ABSENT:** Commission Member(s): Allen

Commissioner Locke recused and left the dais.

It was moved by Chair LePage and seconded by Commission Ahlborn to approve Item 6: TE 25261 (Hofsas House).

The motion passed by the following roll call vote:

**AYES:** Commission Member(s): Ahlborn, Karapetkov, LePage  
**NOES:** Commission Member(s): None  
**ABSTAINED:** Commission Member(s): Locke  
**ABSENT:** Commission Member(s): Allen

Commissioner Locke returned to the dais.

It was moved by Commission Locke and seconded by Chair LePage to approve Item 8: DS 25018 (Wong).

The motion passed by the following roll call vote:

**AYES:** Commission Member(s): Ahlborn, Karapetkov, Locke, LePage  
**NOES:** Commission Member(s): None  
**ABSTAINED:** Commission Member(s): None  
**ABSENT:** Commission Member(s): Allen

Commissioner Ahlborn recused and left the dais.

## **PUBLIC HEARINGS**

- 9) **DS 25153 (Van Selow):** Consideration of a Concept Design Study, DS 25153 (Vans Selow), for a 486 square-foot addition to an existing two-story residence and site improvements for the property located at Lincoln Street 3 northeast of 4th Avenue in the Single-Family Residential (R-1) District and Archeological Overlay Zone. APN: 010-129-028-000

### **Speakers:**

Jacob Olander, Associate Planner  
Claudio Ortiz, Architect  
Craig Van Selow, Property Owner

**Public Comment**

John Nagel  
Caroline Gill  
Claudia Howe  
Carol Hex

**It was moved by Chair LePage and seconded by Commissioner Karapetkov to approve a resolution finding the application is “Not a Project” under CEQA as defined in Public Resources Code Section 21065 and Section 15378 of the CEQA guidelines and accepting a concept Design Study for a 486 square-foot addition to an existing two-story residence and associated site improvements for the property located at Lincoln street 3 northeast of 4th Avenue in the Single-family Residential (R-1) District and Archeological Overlay zone. APN: 010-129-028-000.**

**The motion passed by the following roll call vote:**

**AYES:** Commission Member(s): Karapetkov, Locke, LePage  
**NOES:** Commission Member(s): None  
**ABSTAINED:** Commission Member(s): Ahlborn  
**ABSENT:** Commission Member(s): Allen

**Commissioner Ahlborn returned to the dais.**

**10) DS 24046 (Teresi):** Consideration of a Concept Design Study for the demolition of an existing 1,818 square-foot, two-story single-family residence inclusive of an attached garage, 414 square foot accessory dwelling unit, and 61 square foot shed, and the construction of a 2,798 square-foot, two-story single-family residence inclusive of a 313-square-foot attached garage located on Carmelo Street 5 northeast of Ocean Avenue in the Single-Family Residential (R-1) District. APN: 010-252-016-000. The project additionally includes an attached 800 square-foot accessory dwelling unit.

**Speakers:**

Evan Kort, Senior Planner

**RECESS 5:15-5:27**

The following Commission members were present: Mel Ahlborn, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: Erin Allen

**Speakers:**

Bess Wiersema, Architect  
Todd and Jenny Teresi, Property Owners

**Public Comment**

Ruth Massaro

**It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding acceptance of a concept Design Study is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378 and accepting a concept Design Study for the demolition of an existing 1,818-square-foot, two-**

story single-family residence inclusive of an attached garage, 414-square-foot accessory dwelling unit, and 61-square-foot shed, and the construction of a 2,798-square-foot, two-story single-family residence inclusive of a 313-square-foot attached garage with an 800-square-foot accessory dwelling unit located on Carmelo Street 5 northeast of Ocean Avenue in the Single-family Residential (R-1) District. APN: 010-252-016-000, with the direction to revise the project addressing concerns of grading, glazing, human-scale elements, roof form, and the privacy of the neighbors, as addressed by the Commission.

The motion failed by the following roll call vote:

**AYES:** Commission Member(s): Locke, LePage  
**NOES:** Commission Member(s): Ahlborn, Karapetkov  
**ABSTAINED:** Commission Member(s): None  
**ABSENT:** Commission Member(s): Allen

**Speakers:**

Bess Wiersema, Architect

**Public Comment**

Ruth Massaro  
Jenny Teresi

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding acceptance of a concept Design Study is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378 and accepting a concept Design Study for the demolition of an existing 1,818-square-foot, two-story single-family residence inclusive of an attached garage, 414-square-foot accessory dwelling unit, and 61-square-foot shed, and the construction of a 2,798-square-foot, two-story single-family residence inclusive of a 313-square-foot attached garage with an 800-square-foot accessory dwelling unit located on Carmelo Street 5 northeast of Ocean Avenue in the Single-family Residential (R-1) District. APN: 010-252-016-000 with the direction that the applicant revise the project addressing concerns of grading, glazing, human-scale elements, roof form, and the privacy of the neighbors and that the applicant consider relocating the street-facing bedroom.

The motion passed by the following roll call vote:

**AYES:** Commission Member(s): Karapetkov, Locke, LePage  
**NOES:** Commission Member(s): Ahlborn  
**ABSTAINED:** Commission Member(s): None  
**ABSENT:** Commission Member(s): Allen

- 11) **DS 25019 (McWhorter):** Consideration of a Concept Design Study, DS 25019 (McWhorter), for the demolition of an existing single-family residence and the construction of a 1,750-square-foot two-story residence, inclusive of an attached garage, located at Carmelo Street 2 northeast of Ocean Avenue in the Single-Family Residential (R-1) District. APN: 010-252-013-000.

**Speakers:**

Jacob Olander, Associate Planner  
Eric Miller, Architect

**Public Comment**

Paul Moncrief  
Bruce Taylor  
Eric Miller

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding, pursuant to CEQA regulations, the application is “Not be a Project” under CEQA as defined in Public Resources Code Section 21065 and Section 15378 of the CEQA Guidelines and accepting a concept Design Study for the demolition of a two-story single-family residence and attached garage and the construction of a 1,755-square-foot two-story residence, inclusive of a 342-square-foot attached garage and mechanical room and associated site improvements located on Carmelo Street 2 northeast of Ocean Avenue in the Single-family Residential (R-1) Zoning District, APN 010-252-013-000 with the direction that the applicant address the Commission's concerns regarding the size of skylights and glazing on the west elevation.

The motion passed by the following roll call vote:

**AYES:** Commission Member(s): Ahlborn, Karapetkov, Locke, LePage  
**NOES:** Commission Member(s): None  
**ABSTAINED:** Commission Member(s): None  
**ABSENT:** Commission Member(s): Allen

**RECESS 7:44 PM - 7:54 PM**

The following Commission members were present: Mel Ahlborn, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: Erin Allen

- 12) DS 25095 (DCV Enterprise Partners II, LLC):** Consideration of a Concept Design Study for the demolition of an existing 1,990 square-foot, one-story single-family residence and detached 361 square-foot garage, and the construction of a 2,684 square-foot, two-story single-family residence and 231-square-foot detached garage and 200 square-foot parking pad located on Camino Real 2 southwest of 7th Avenue in the Single-Family Residential (R-1) District. APN: 010-265-002-000. The project additionally includes an attached 794 square-foot accessory dwelling unit.

**Speakers:**

Evan Kort, Senior Planner  
James Newhall Smith, Architect

**Public Comment**

Chris Campbell  
Robert Eggleston  
Brian Tall  
James Newhall Smith

It was moved by Chair LePage and seconded by Commissioner Ahlborn to approve a resolution finding the concept Design Study is “Not a Project” as defined in Public Resources Code Section 21065 and Section 15378 of the CEQA Guidelines and accepting a concept Design Study (DS 25095, DCV Enterprise Partners II LLC) for the demolition of a 1,990-square-foot, one-story single-family residence and detached 361-square-foot garage,

and the construction of a 2,684-square-foot, two-story single-family residence and 231-square-foot detached garage (containing a parking lift which provides an additional 200 square feet of required parking) located on Camino Real 2 southwest of 7th Avenue in the Single-family Residential (R-1) District. APN: 010-265-002-000 with direction from the Commission specifying a reduction in the height of front windows and doors to be human-scale.

The motion passed by the following roll call vote:

AYES: Commission Member(s): Ahlborn, Karapetkov, Locke, LePage  
NOES: Commission Member(s): None  
ABSTAINED: Commission Member(s): None  
ABSENT: Commission Member(s): Allen

### DIRECTOR'S REPORT

Anna Ginette, Director of Community Planning and Building, gave a report and answered questions of the Commission:

- **Staffing Update:** Director Ginette welcomed Erin Lewis, the new Assistant Planner.
- **Wildfire Preparedness Committee:** Next week, the Wildfire Preparedness Committee will be discussing potential policy changes to address the protection of structures and properties as it relates to land use.
- **Special Planning Commission Meeting:** The draft Design Guidelines will be going to the Planning Commission at the special meeting on Tuesday, November 18, 2025.
- **City Council Meetings:** The City Council adopted the water allocation consistent with the Planning Commission's recommendation with the exception of accessory dwelling units (ADUs). The Council also directed staff to finalize the Housing Element amendment and submit it to the State. Based on the process, the amendment will return to the Planning Commission for a formal recommendation of adoption to the City Council.

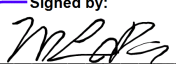
### FUTURE AGENDA ITEMS

13) Next Regular Meeting: December 10, 2025

### ADJOURNMENT

8:42 PM

APPROVED:

Signed by:   
Michael LePage, Chair

ATTEST:

Signed by:   
Shelby Gorman, Commission Clerk