

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

REGULAR MEETING MINUTES

Wednesday, December 10, 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 25126 (Chroman):** Mission Street 2 northwest of 2nd Avenue
- B. **DS 25139 (Kshire Property Investments LLC):** Monte Verde Street 4 southwest of 3rd Avenue
- C. **DS 25244 (Del Santo):** Northwest corner of Casanova Street and 8th Avenue
- D. **APP 25328 (Coria):** Mission Street 3 northeast of 10th 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: Cathryn Carlson, Ken Spilfogel, Cindy Lloyd

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) November 12, 2025 Regular Meeting Minutes
- 2) Monthly Activity Report: November 2025

Public Comment:

None

It was moved by Chair LePage and seconded by Commissioner Locke to approve the consent agenda.

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

ORDERS OF BUSINESS

- 3) **Director Referral:** Continued from the October 8, 2025 Planning Commission hearing, discussion on the determination of the A.W. Shucks Use Permit.

Speakers:

Anna Ginette, Director of Community Planning and Building

Public Comment

Greg Kohl
Jason Retterer
Sarah Madsen
Mark Madsen
Anonymous
Timothy Young
Scott Monroe
Alex Morales
Katherine Gelky
April Montgomery
Zack Key
John Plastini
Dave Humor
Randy Basi
Parker Logan
Bret Bair
Hadley Hargrove

The Commission provided direction to staff to proceed with option 5: Amend Use Permit No. UP 93-45 to convert the allowed use from a drinking place to a full-line restaurant, as

presented by staff.

PUBLIC HEARINGS

- 4) **APP 25328 (Coria):** Consideration of an Appeal (APP 25328 (Coria)) filed by Jerome and Rose Politzer for the approval of Landscape Plan Check, LD 24106 (Coria), for the approval of a fence and retaining wall on the southern property line and associated landscaping located at Mission Street 3 northeast of 10th Avenue in the Single-Family Residential (R-1) District. APN: 010-076-014-000

Speakers:

Jacob Olander, Associate Planner
Derric Oliver, representative for the Appellants
Vicki Odello, Geotechnical Engineer for the Appellants

Public Comment

Derric Oliver, representative for the Appellants
Efrain Coria, Property Owner

It was moved by Chair LePage and seconded by Commissioner Karapetkov to approve a resolution finding that the action on the appeal does not constitute a project for the purposes of CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378 and denying the appeal (APP 25328) by Jerome and Rose Politzer upholding the Community Planning and Building Director's decision to approve a landscape plan check, LD 24106 (Coria), with conditions for the construction of a new fence and retaining wall, and associated landscape improvements on an existing two-story single-family residence located on Mission 3 NE of 10th Avenue in the Single-family Residential (R-1) Zoning District as found in LD 24106 (Coria) approval packet. APN: 010-076-014-000

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 7:04-7:20

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

The following Commission members were absent: Erin Allen

- 5) **DS 25126 (Chroman):** Consideration of a Track 1 Design Study referral, DS 25126 (Chroman), for the installation of an arbor, fence, and driveway gate in the front setback located at Mission Street 2 northwest of 2nd Avenue in the Single-Family Residential (R-1) District, Park (P) Overlay, and Archaeological Significance (AS) Overlay District. APN: 010-121-015-000

Speakers:

Evan Kort, Senior Planner
Jordan Chroman, Property Owner

Public Comment

None

It was moved by Chair LePage and seconded by Commissioner Ahlborn to approve a resolution finding the project qualifies for a categorical exemption pursuant to CEQA Guidelines Section 15303 and none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case, and approving a Track 1 Design Study referral, DS 25126 (Chroman), for the installation of an arbor, fence, and driveway gate in the front setback located at Mission Street 2 northwest of 2nd Avenue in the Single-family Residential (R-1) District, Park (P) Overlay, and Archaeological Significance (AS) Overlay District. APN:010-121-015-000 with the removal of condition 15 and the added condition that the application of stone as ornamentation be removed unless wrapped from the entry door to the back corner as proposed by staff; however, the application of stone as wainscoting be allowed.

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

- 6) **DS 25139 (Kshire Property Investments LLC):** Consideration of a Concept Design Study, DS 25139 (Kshire Property Investments LLC), for the demolition of an existing 1,248-square-foot, one-story single-family residence and 192-square-foot shed, and the construction of a 3,292-square-foot, one-story single-family residence inclusive of a 449-square-foot attached garage located on Monte Verde Street 4 southwest of 3rd Avenue in the Single-Family Residential (R-1) District and Archaeological Significance (AS) Overlay District. APN: 010-223-009. The project additionally includes a detached 800 square-foot accessory dwelling unit.

Speakers:

Evan Kort, Senior Planner

Eric Miller, Architect

Public Comment

None

It was moved by Commissioner Locke and seconded by Commissioner Ahlborn to continue Item 6: DS 25139 (Kshire Property Investments, LLC) to a date uncertain with direction to the applicant to revise the project to adhere to the concerns raised by staff, including tree protections, human scale and glazing, but allowing for the flat roof.

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

- 7) **DS 25244 (Del Santo):** Consideration of a Track 1 Design Study Referral, DS 25244 (Del Santo), for the replacement of windows, reroof, repainting siding, adding a stone veneer, installation of new skylights, installing new tile, and

replacement of a glass railing in kind on an existing single-family residence located on the northwest corner of Casanova Street and 8th Avenue in the Single-Family Residential (R-1) District. APN: 010-262-006-000

Speakers:

Jacob Olander, Associate Planner
Samuel Pitnick, Architect

Public Comment

None

It was moved by Commissioner Locke and seconded by Commissioner Karapetkov to approve a resolution finding that the remodel of a single family dwelling and associated site improvements qualifies as categorically exempt pursuant to CEQA Guidelines Section 15301, existing facilities, and none of the exceptions to the exemptions pursuant to Section 15300.2 can be made, and approving a Track 1 Design Study referral for replacing the composite shingles roof, repainting, adding a stone veneer to portions of the east elevation, resurfacing the deck, replacing the glass deck railing, replacing the existing wood doors with aluminum clad doors, replacing aluminum windows with aluminum clad windows, and adding three skylights to an existing two-story single-family residence located at the northwest corner of Casanova and 8th Avenue in the Single-family Residential (R-1) Zoning District, APN 010-262-006-000 with the removal of Condition 23.

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

- 8) SI 25276 (Halore):** Consideration of a Sign Permit, SI 25276 (Halore), for three (3) hanging signs on existing brackets in the Carmel Plaza. One (1) sign is proposed to be located at the upper-level entrance, facing the main Carmel Plaza courtyard, and two (2) signs are proposed to be located at the lower-level entrances, facing Mission Street, located between Ocean and 7th Avenues in the Central Commercial (CC) District. APN: 010-086-006-000

Speakers:

Leah Young, Planning Permit Technician

Public Comment

None

It was moved by Chair LePage and seconded by Commissioner Ahlborn to approve a resolution finding that the reinstallation of on-premise signage is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15302 – replacement or reconstruction; and approving a sign permit for three signs at an existing commercial unit located within Carmel Plaza between Ocean and 7th Avenues, Ste 115, in the Central Commercial (CC) Zoning District and Downtown Conservation District (DC) Overlay consistent with the established design context of the Downtown Conservation District; APN: 010-086-006-000 with the removal of one sign from the Mission Street frontage.

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

None

FUTURE AGENDA ITEMS

9) Next Regular Meeting: January 21, 2025

ADJOURNMENT

9:49 PM

APPROVED:

Signed by:


Michael LePage, Chair

ATTEST:

Signed by:


Shelby Gorman, Commission Clerk