

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

REGULAR MEETING MINUTES

Wednesday, May 13, 2026

CALL TO ORDER AND ROLL CALL - TOUR

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

The following Commission members were absent: Erin Allen and Stefan Karapetkov

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 26081 (P&T 2024 LLC):** 11th Avenue 2 northeast of Torres Street
- B. **DS 26146 (The Golden Mean, LLC):** Santa Fe Street 3 southwest of Mountain View Avenue
- C. **DS 25393 (Michie-McLevis):** Mountain View Avenue 3 northwest of 8th Avenue
- D. **DS 25363 (Mardani):** Ocean Avenue 4 northeast of Guadalupe Street
- E. **DS 26055 (Stewart):** Santa Fe Street 4 southwest of 4th Avenue
- F. **DS 25172 (Munoz):** 4th Avenue 3 northeast of Monte Verde Street
- G. **DS 26130 (Newman):** Carmelo Street 3 southeast of 4th Avenue

CALL TO ORDER AND ROLL CALL - CHAMBERS

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

The following Commission members were absent: Erin Allen and Stefan Karapetkov

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. While stating your name is optional, it helps to identify speakers in the meeting minutes. 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. Remote or in-person participants who do not comply with the requirements of the Brown Act 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) Monthly Activity Report: April 2026
- 2) April 8, 2026 Regular Meeting Minutes

Item 1: Monthly Activity Report: April 2026 and Item 2: April 8, 2026 Regular Meeting Minutes were pulled for discussion.

Commissioner Ahlborn requested information for incomplete applications on the Monthly Activity Report and requested additional information in regard to projects impacting the City's RHNA be included in the report. She also provided a correction in the minutes of the vote for Item 6: DS 25019 (McWhorter).

It was moved by Chair LePage and seconded by Commissioner Locke to approve the consent agenda with the correction of a typographic error as specified by the Commission.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

ORDERS OF BUSINESS

- 3) Receive an update on the work plan for the Residential Design Guidelines 1.5 project.

Speakers:

Tom Ford, Administrative Analyst

- 4) Consider the design for the replacement Scenic Pathway signage.

Speakers:

Anna Ginette, Director of Community Planning and Building
Shirley Moon, designer of the proposed sign

Public Comment

Gail Lehman
Karen Ferlito

The Commission spoke in unanimous praise and support of the project.

PUBLIC HEARINGS

- 5) **CDP 16-155 (Mission Trail Nature Preserve):** Consideration of a five-year extension of a Coastal Development Permit (CDP 16-155) for invasive species removal and maintenance activities in Mission Trail Nature Preserve

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Sections 15301 (Existing Facilities), 15304 (Minor Alterations to Land), 15307 (Actions by Regulatory Agencies for Protection of Natural Resources) and 15308 (Actions by Regulatory Agencies for Protection of the Environment). None of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Speakers:

Anna Ginette, Director of Community Planning & Building
Mary Bilse, Environmental Programs Manager

Public Comment:

Karen Ferlito
Joe Narvaez

It was moved by Commissioner Locke and seconded by Commissioner Ahlborn to approve a resolution finding that the action on the project is categorically exempt from environmental review pursuant to CEQA Guidelines Sections 15301, 15304, 15307 and 15308 and that none of the exceptions to the

exemptions contained in Section 15300.2 apply in this case; and approving a five-year extension of a renewable Coastal Development Permit (CDP 16-155) to allow continued invasive species removal and maintenance activities in the Mission Trail Nature Preserve with the modification of Condition of Approval #5 to include required reporting to the Forest and Beach Commission in addition to the Planning Commission and a change in the requirement for the year-end summary to annual reporting instead of by June 30th.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

- 6) DS 24046 (Teresi):** Consideration of a Final Design Study, DS 24046 (Teresi), and Coastal Development Permit 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.

STAFF RECOMMENDS THE PLANNING COMMISSION CONTINUE THE ITEM TO A DATE UNCERTAIN.

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures) and that none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Speakers:

Anna Ginette, Director of Community Planning and Building
Evan Kort, Senior Planner

Public Comment:

None

It was moved by Chair LePage and seconded by Commissioner Ahlborn to continue Item 6: DS 24046 (Teresi) to a date uncertain.

The motion passed by the following roll call vote:

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

- 7) **DS 25393 (Michie-McLevis):** Consideration of a combined Concept and Final Design Study, DS 25393 (Michie-McLevis), for minor addition to the lower floor and substantial alterations on the exterior to an existing single-family residence located at Mountain View Avenue 3 northwest of 8th Avenue in the Single-family Residential (R-1) District. APN 010-044-003-000

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and that none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Speakers:

Erin Lewis, Assistant Planner
Alan Lehman, Designer

Public Comment:

None

It was moved by Commissioner Ahlborn and seconded by Commissioner Locke to approve a resolution finding that the action on the project is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15301, Existing Facilities, and that none of the exceptions to the exemptions contained in Section 15300.2 apply in this case; and approving a Track 2 Design Study to allow a 84-square-foot single-family dwelling addition, replacement of wood shake siding, altered fenestration, altered roof profile, replacement of all doors and windows, and associated site improvements with the revision to Condition #27 to specify the installation of new copper gutters not be permitted, but the maintenance of existing copper gutters be allowed.

The motion passed by the following roll call vote:

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

- 8) **DS 26055 (Stewart):** Consideration of a combined Concept and Final Design Study, DS 26055 (Stewart), for the replacement of all windows

and doors, replacement of the wood and stucco siding, partially replacement of the tar and gravel roof, and associated site improvements to an existing single-family residence located at Santa Fe Street 4 southwest of 4th Avenue in the Single-Family Residential (R-1) District. APN 010-091-020-000

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and that none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Speakers:

Jacob Olander, Associate Planner
Patrick LeMaster, Architect

Public Comment:

None

It was moved by Commissioner Ahlborn and seconded by Commissioner Locke to approve a resolution finding that the action on the project is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15301, Existing Facilities, and that none of the exceptions to the exemptions contained in Section 15300.2 apply in this case; and approving a Track 2 Design Study and Coastal Development Permit to allow the replacement of all windows and doors, the replacement of plaster and wood siding, the partial replacement of the tar and gravel roof, the removal of a portion of entry driveway, and the creation of a new front entry on the upper level.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

- 9) DS 25172 (Munoz):** Consideration of a Concept Design Study, DS 25172 (Munoz), for substantial exterior alterations and a 407-square-foot addition to an existing 1,141-square-foot, one-story single-family residence, and the demolition of an existing 181-square-foot studio to be replaced with a new 250-square-foot detached garage located on 4th Avenue 3 northeast of Monte Verde Street in the Single-Family Residential (R-1) District and Archaeological Significance (AS) Overlay District. APN: 010-222-014-000

Proposed CEQA Action: Find the consideration of a Concept Review

is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378

Speakers:

Katherine Wallace, Associate Planner
Mary Ann Schicketanz, Architect

Public Comment:

None

It was moved by Commissioner Ahlborn and seconded by Commissioner Locke to approve a resolution finding that the acceptance of the concept Design Study is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378; and accepting concept Design Study, DS 25172 (Munoz), for substantial exterior alterations and a 407-square-foot addition to an existing 1,141-square-foot, one-story single-family residence, and the demolition of an existing 181-square-foot studio to be replaced with a new 250-square-foot detached garage with the requirement to revise the garage design to clearly demonstrate that the garage is subordinate to the main house, the removal of Condition of Approval #6 regarding door height, and the revision to Condition of Approval #8 to remove the requirement to omit the shed roof.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

10) DS 26081 (P&T 2024 LLC): Consideration of a Concept Design Study, DS 26081 (P&T 2024 LLC), for the demolition of an existing single-family residence and detached garage and construction of a new 3,530-square-foot residence inclusive of a 529-square-foot attached garage, located at 11th Avenue 2 northeast of Torres Street in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay, Beach/Riparian (BR) Overlay, and Park (PO) Overlay. APN: 010-331-008-000

Proposed CEQA Action: Find the consideration of a Concept Review is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378.

Speakers:

Katherine Wallace, Associate Planner
Pierre LeComte, Property Owner
Cindi Scarlett, Architect

Public Comment:

Joe Narvaez
Karen Ferlito
Pierre LeComte, Property Owner

It was moved by Commissioner Ahlborn and seconded by Commissioner Locke to approve a resolution finding that the acceptance of the concept Design Study is not a project under CEQA as defined in Public Resources Code Section 21065 and CEQA Guidelines Section 15378; and accepting concept Design Study, DS 26081 (P&T 2024 LLC), for the demolition of a single-family residence and construction of a new 3,530-square-foot residence inclusive of a 529-square-foot attached garage as conditioned, with the establishment of the 30-foot riparian setback and the requirement for clear articulation of that setback, the change in material of the driveway gate to wood, the removal of Condition of Approval #10 regarding arched elements, and the amendment of Condition of Approval #12 from 6'8" to 7' door heights.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

RECESS 6:57 PM - 7:16 PM

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

The following Commission members were absent: Erin Allen and Stefan Karapetkov

- 11) DS 26130 (Newman):** Consideration of a Track 1 Design Study Referral, DS 26130 (Newman), for the request to install glass railings on a single-family residence located at Carmelo Street 3 southeast of 4th Avenue in the Single-Family Residential (R-1) District. APN: 010-252-020-000

Proposed CEQA Action: Finding that the action on the project is statutorily exempt from environmental review pursuant to CEQA Guidelines Section 15270

Speakers:

Katherine Wallace, Associate Planner
Craig Holdren, Holdren-Lietzke Architecture, Architect

Public Comment:

None

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding that the action on the project is statutorily exempt from environmental review pursuant to CEQA Guidelines Section 15270; and remanding back to staff a Track 1 Design Study Referral for installation of glass railings in lieu of the wood railings previously approved by the Planning Commission for Design Study 24017 (Newman), Planning Commission Resolution No. 2024-063-PC with the requirement to add framing to the glass panels and to use a coating to match that of the windows.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

12) DS 26146 (Golden Mean LLC): Consideration of a Track 1 Design Study Referral for a request to amend the Conditions of Approval with a previously approved Track 2 Design Study Application, DS 23-290 (Golden Mean LLC), located on Santa Fe Street 3 southwest of Mountain View Avenue in the Single-Family (R-1) Zoning District. APN: 010-082-021-000 (010-082-002-000)

Proposed CEQA Action: Find the project categorically exempt from environmental review pursuant to section 15303 of the CEQA Guidelines and that none of the exceptions to the exemptions contained in section 15300.2 can be made in this case.

Speakers:

Evan Kort, Senior Planner

Alan Lehman, Designer

Gail Lehman, Designer

Public Comment:

None

It was moved by Commissioner Ahlborn and seconded by Chair LePage to approve a resolution finding that the action on the project is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15303 and that none of the exceptions to the exemptions contained in Section 15300.2 apply in this case; and approving a Track 1 Design Study Referral to allow for the amendment to the Conditions of Approval contained in Resolution No. 2024-033-PC associated with Design Study DS 23-290, and allowing for after-the-fact

modifications to a fence located in the front yard setback.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

13) DS 25363 (Mardani): Consideration of a Track 1 Design Study Referral, DS 25363 (Mardani), for the addition of a 156-square-foot front staircase and entry deck, and associated site improvements on an existing single -family residence located at Ocean Avenue 4 northeast of Guadalupe Street in the Single-Family Residential (R-1) District. APN 010-033-011-000

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and that none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Speakers:

Jacob Olander, Associate Planner

Alan Lehman, representing the property owner

Public Comment:

Cathryn Carlson

Alan Lehman, representing the property owner

Krista Ostoich, representing Cathryn Carlson

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding that the action on the project is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15301, Existing Facilities, and that none of the exceptions to the exemptions contained in Section 15300.2 apply in this case; and approving a Track 1 Design Study Referral permit to allow the construction of a 156-square-foot deck, the removal of a new retaining wall, and associated site improvements with the removal of Conditions of Approval #29 and #31.

The motion passed by the following roll call vote:

AYES: Commissioner(s): Ahlborn, Locke, LePage

NOES Commissioner(s): None

ABSTAINED: Commissioner(s): None

ABSENT: Commissioner(s): Allen, Karapetkov

DIRECTOR'S REPORT

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

- **Housing Element Amendment:** The second 7-day review period for the Housing Element Amendment officially ended at 5:00 PM, May 13, 2026. Feedback from the State should be received soon.
- **Upcoming Special Meeting:** A special Planning Commission meeting is scheduled for May 19, 2026 to host a workshop-style discussion on the Objective Design and Development Standards for Accessory Dwelling Units (ADUs). Staff will also provide a brief update on the progress of the Housing Element implementation.
- **Staff Acknowledgment:** Director Ginette closed the report by praising the hard work, dedication, and long hours of the Community Planning and Building staff., noting the heavy workload and late meetings.

FUTURE AGENDA ITEMS

14) Next Special Meeting: May 19, 2026

15) Next Regular Meeting: June 10, 2026

ADJOURNMENT

8:38 PM

APPROVED:

Signed by:


Michael LePage, Chair

ATTEST:

Signed by:


Shelby Gorman, Commission Clerk