

City of Del Rey Oaks

**City Hall
650 Canyon Del Rey Blvd
Del Rey Oaks, CA 93940**



Action Minutes

Wednesday, February 11, 2026 - 6:00 PM

Planning Commission – Regular Meeting

Del Rey Oaks Planning Commission

Mike Hayworth – Chair

Denise Wood – Vice Chair

Gary Kreeger – Commissioner

Louise Goetzelt - Commissioner

Ann Ahmadi – Commissioner

Celine Pinet – Commissioner

Vince Machi – Commissioner

6:01PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Present: Commissioner Kreeger, Commissioner Goetzelt, Commissioner Ahmadi, Commissioner Pinet, Commissioner Machi, Vice Chair Wood, and Chair Hayworth.

Absent: None

Staff Present:

City Clerk Minami, Deputy City Clerk Batra and contract planner Denise Duffy.

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:

Adopt November 12, 2025, Planning Commission Meeting Minutes
A motion to approve was made by Commissioner Kreeger and seconded by Commissioner Goetzelt. Minutes were approved 7-0.

Public Comment:

None

Reports:

Building Activity Report November 2025, Building Activity Report December 2025, and Building Activity Report January 2026 were accepted unanimously.

Old Business:

None

Chairman Hayworth: Announces that due to timing, items A and B will be reversed.

New Business:

A. Applicant's Name:	Kristin Setliss
Owner's Name:	Kelley Sedoryk
File Number:	ARC #26-01
Site Location:	810 Arbor Place
Planning Area:	APN #012-472-005-000
CEQA Determination:	Categorically Exempt pursuant to Guidelines § 15061(c) and 15301

Project Description:

Requesting Architectural Review to add 101 square foot sun room to the front of single-family dwelling, replace top roof deck railing with horizontal wire railing, relocate and reduce size of posts for roof top deck, and increase roof pitch.

Recommended Action:

Analyze provided material, make appropriate findings, impose conditions as appropriate, and give direction to staff.

Applicant, Kristin Setliss: She further explains the project with a new entry and modest project to create a sunroom with more light for the area.

Commissioner Pinet: Looks sharp, likes the railing

Commissioner Wood: Asks about detail of the roof.

Commissioner Goetzelt: The land is a challenge, and the sunroom is a great idea.

Public Comment:

None

Commissioner Pinet makes a motion to Approve ARC 26-01, as submitted and Commissioner Ahmadi seconds the motion.

Motion passed unanimously 7-0

B. Denise Duffy presents the General Plan and Housing Element Annual Progress Report for 2025

SECTIONS FROM SLIDE SHOW THAT WAS PRESENTED:

- ▶ Previous reporting was conducted in 2024 and submitted in April 2025 (covered the previous calendar year).
 - ▶ No required reporting format for the overall City report on General Plan implementation.
 - ▶ General Plan APR, combined Housing Element APR, is submitted to the Governor's Office of Land Use and Climate Innovation (LCI) and State Housing (HCD)
 - ▶ Must be submitted by April 1 of each year. City has consistently made these annual submittals as required.
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- ▶ The current General Plan contains policies and programs from the City's adopted General Plan, as well as policies from the 1997 General Plan Update for the former Fort Ord area.
 - ▶ Housing Element is a component of the City's General Plan.
 - ▶ The most recent major amendment to the General Plan was the adoption of the 6th Cycle Housing Element on August 7th, 2025.
 - ▶ City received approval "certification" of its 6th Cycle Housing Element in late August 2025.

*Focused on presenting progress on programs in City's General Plan and Housing Element – status report.

Not a General Plan update or meant to revise adopted programs

*Current 2025 APR reporting period is January 1st, 2025, through December 31st, 2026.

*APR reports on local agency's progress in meeting its regional housing needs allocation (RHNA).

- ▶ Each jurisdiction must submit an annual progress report on the jurisdiction's status and progress in implementing its housing element. (Government Code Section 65400.)
- ▶ State Housing and Community Development (HCD) receives each jurisdiction's report on number of new housing units created, with a focus on new affordable units.
- ▶ Meant to address and track how each jurisdiction is meeting its RHNA – also what progress toward program implementation since previous reporting year.

- ▶ Program A.4 requires the City to monitor the development of residential capacity to ensure an adequate site inventory for meeting RHNA obligations.
 - ▶ City monitors residential development project against the Housing Element.
 - ▶ If an approval creates a shortfall of RHNA capacity, the City must identify and rezone replacement sites within 180 days (Government Code Section 65863).
 - ▶ The City must report on the status of the program annually by April 1, and the use of the APR for verification and reporting provides a formal procedure.

All Planning Commissioners and Denise Duffy participated in an extensive conversation about the timing and importance of this report.

Public Comment:

None

Commissioner Goetzelt makes a motion to approve that the Annual Progress Report go to the City Council in March for approval, as submitted, and Commissioner Kreeger seconds the motion.

Motion passed unanimously 7-0

Announcements:

Chairman Hayworth: Thanks Denise and staff

Next Meeting:

Wednesday, March 11, 2026 at 6pm

Adjournment:

6:50pm

All enclosures and materials regarding this agenda are available for public review at Del Rey Oaks City Hall. Information distributed to the Planning Commission at the meeting becomes part of the public Record. A copy of written material, pictures, etc. should be provided to the Secretary for this purpose.