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DATE: October 14, 2026

TO: Foothill/Trabuco Specific Plan Review Board

FROM: Ilene Lundfelt, Associate Planner
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SUBJECT: PA26-0034 – Site Development Permit for minor homeowner improvements that include grading activity of 76 cubic yards (cy) of cut associated with driveway and rear yard improvements for an existing single-family home located at 20221 Trabuco Oaks Drive, Trabuco Canyon, CA 92679 (APN 842-121-06).

APPLICANT: Matt Davenport, Applicant

RECOMMENDATION

By motion find that:

1. The Review Board received the proposed project memorandum and finds that the proposed project is consistent with the applicable land use regulations; and
2. The Review Board recommends that the Director approve the proposed Site Development Permit for a minor homeowner improvement for grading activity of 76 cubic yards (cy) for driveway and rear yard improvement for an existing single-family home located at 20221 Trabuco Oaks Drive, Trabuco Canyon, CA 92679.

SUMMARY

The applicant is requesting a Site Development Permit for minor homeowner improvements to the existing single-family residence. The project includes improvements to the existing driveway and grading within the rear yard to create additional usable outdoor area and stabilize an existing slope with a 4.5-foot retaining wall. The project resulted in approximately 76 cy of cut. The improvements have already been completed.

BACKGROUND

The subject property is zoned Foothill/Trabuco Specific Plan (F/TSP) with a land use designation of Trabuco Canyon Residential District. The site is an irregularly shaped parcel consisting of approximately 4 acres. The site is currently developed with a 4,079-square foot, one-story single-family residence with an attached two-car garage with workshop. The residence was originally constructed in 1977 prior to the adoption of the specific plan.

DISCUSSION

Section III.C.14.0 of the Foothill/Trabuco Specific Plan, adopted by Ordinance No. 01-010, provides that minor improvements to a lawfully established single-family residence may be permitted subject to approval of a Site Development Permit reviewed by the F/TSP Review Board and approved by the Director.

Section III.C.14.o.C of the Specific Plan allows grading of up to 50 cy of cut or fill, whichever is greater. The provision further allows up to 150 cy where grading is conducted to construct driveways and foundations in support of a requested footprint modification, provided the grading occurs on slopes of less than 15 percent and does not create manufactured slopes greater than 10 vertical feet. If the proposed grading exceeds the applicable thresholds or does not satisfy the specified conditions, the project would be subject to a Site Development Permit approval by the Planning Commission instead of the Director.

The project includes approximately 76 cy of cut associated with improvements to the existing driveway and rear yard. The grading was undertaken to improve the functionality of the existing residential site, including creating additional usable outdoor area and stabilizing an existing slope with a 4.5-foot retaining wall. The driveway improvements are part of the overall residential site improvements and are associated with the proposed modification to the residential development footprint. Although the grading exceeds the general 50 cy limitation, the project includes improvements to the existing driveway and residential site that are consistent with the type and scale of improvements contemplated by the minor homeowner improvements provisions. Additionally, the proposed 76 cy of grading is within the Specific Plan's allowance of up to 150 cy for grading associated with driveway and foundation improvements, provided the applicable slope and manufactured slope limitations are satisfied.

The grading occurs on slopes of less than 15 percent and does not create manufactured slopes greater than 10 vertical feet. The total grading of approximately 76 cy is below the 150 cy maximum identified in the Specific Plan for qualifying driveway and foundation improvements associated with a footprint modification.

The grading is limited in scope, does not alter the property's residential use, and was undertaken to improve the usability and stability of the existing developed site. Therefore, staff finds that the proposed minor homeowner improvements are consistent with the applicable provisions and intent of the F/TSP and can be subject to a Site Development Permit approved by the Director.

COMPLIANCE WITH CEQA

The proposed project is categorically exempt (Class 3) from the provisions of CEQA pursuant to CEQA Guidelines Section 15303, because it provides for the construction of new accessory structures. The proposed project involves the construction of an accessory structure (retaining wall) within the rear yard and driveway improvements of the existing residential property.

Attachments:

1. Plans
2. Scope of Work/Justification Letter