

August 28, 2025

**NOTICE**

NOTICE IS HEREBY GIVEN that the Director of Community Development of the City of Rancho Palos Verdes will consider an application for the following project:

**MAJOR SITE PLAN REVIEW WITH NEIGHBORHOOD COMPATIBILITY & MINOR EXCEPTION PERMIT (CASE NO. PLSR2024-0106 & PLMP2025-0002)**

A request for the following improvements:

- Construction of a 562 ft<sup>2</sup> single-story addition to an existing 2,566 ft<sup>2</sup> two-story residence (garage included) for a new total structure size of 3,128 ft<sup>2</sup> (garage included);
- Construction of ancillary site improvements including a new 392 ft<sup>2</sup> patio, skylights, decorative awnings and the installation of new mechanical equipment;
- Demolition of an existing 243 ft<sup>2</sup> outdoor kitchen and hardscape areas; and
- A Minor Exception Permit to reduce the required front yard setback distance from 20 feet to 16 feet to accommodate the proposed addition.

The proposed project will measure 15.57 feet, as measured from the lowest finished grade covered by the structure (elev. 104.83 feet) to the highest roof ridgeline (elev. 120.4 feet); and a height of 13.15 feet as measured from the highest elevation of the existing grade covered by the structure (elev. 107.25 feet) to the highest roof ridgeline (elev. 120.4 feet).

**LOCATION: 3604 GREVE DRIVE**

**APPLICANT: REIKO MICHIG**

**PROPERTY OWNER(S): ROBERT & KATHY SMITH**

The proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA), under Article 19, Section 15301(e)(Existing Facilities) of the Guidelines for Implementation of CEQA.

Pursuant to the provisions of the Rancho Palos Verdes Municipal Code (RPVMC), no public hearing is required for this project; however, RPVMC Section 17.02.030.B requires a finding of "Neighborhood Compatibility" for the proposed addition. In making such a finding, the City will review the proposed project relative to the following criteria for the immediate neighborhood:

1) scale of surrounding residences; 2) architectural style and materials; and 3) front, side, and rear yard setbacks.

The reason you are receiving this notice is because your property is located within 500 feet of the proposed project. A temporary frame structure (silhouette) has been constructed on the project site outlining the height and bulk of the proposed project. This frame will be in place throughout the duration of the public comment period to better assist you and the City in assessing any potential project impacts.

If you have any comments or concerns about the proposed project, please communicate those thoughts in writing to **Gerri Whitten, Assistant Planner**, by **5:30 pm on Friday, September 12, 2025**. By doing so, you will ensure that your comments are taken into consideration for the staff analysis of the project. Please note that written materials, including emails submitted to the City are public records and may be posted on the City's website. Accordingly, you may wish to omit personal information from your written materials as it may become part of the public record. Only those who have submitted written comments will receive notification of the decision. The Director's decision may then be appealed, in writing, to the Planning Commission.

If you would like the opportunity to review the application package and the proposed plans, they are on file in the Community Development Department at 30940 Hawthorne Boulevard, Rancho Palos Verdes, and are available for review by appointment from 7:30 a.m. to 5:30 p.m. Monday through Thursday, and from 7:30 a.m. to 4:30 p.m. Friday.

If you have any questions regarding this application or to view the project plans, please contact Gerri Whitten, Assistant Planner, at (310) 544-5225 or via email at [gwhitten@rpvca.gov](mailto:gwhitten@rpvca.gov).

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Brandy Forbes, AICP  
Director of Community Development

**NOTE: STATE GOVERNMENT CODE SECTION 65009 NOTICE:** If you challenge this application in court, you may be limited to raising only those issues you or someone else raised in written correspondence delivered to the City of Rancho Palos Verdes during the public review period described in this notice.

**PLEASE PUBLISH IN THE PENINSULA NEWS ON THURSDAY, AUGUST 28, 2025**