

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING
Council Chambers, 305 West Third Street
Thursday, December 5, 2024, 6:00 p.m.

The public may view the meeting from home on Spectrum Channel 10, Frontier Channel 35, or YouTube at [Youtube.com/oxnardnews](https://www.youtube.com/oxnardnews). Video recordings are typically available online following the meeting at the City's website at <http://www.oxnard.org/city-meetings>. Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card.
2. EMAILING COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
 - a. Submit an email to Planning@oxnard.org no later than 3:00 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the Planning Commission prior to the start of the meeting and made part of the legislative record.
 - b. Submit a request to speak before by no later than 3pm on the day of the meeting by using the form <https://forms.gle/wBxH27X3ndjQjGDD9>, emailing the Planning office at planning@oxnard.org, or calling (805) 385-7858.
3. PROVIDING PUBLIC COMMENTS DURING THE MEETING
 - a. Speakers shall have up to three minutes to speak.
 - b. If you wish to speak during public comments or a particular item on the agenda, please follow the below instructions:
 1. Dial phone number (888) 475-4499
 2. Enter the meeting ID: 827 3117 9036
 3. Enter the meeting passcode: 943587
 4. Wait in the Zoom waiting room. Once the Chair calls for public speakers, press *9 to raise your hand to inform the recording secretary you would like to speak.
 - c. Public comments on items not on the agenda shall be taken at the beginning of the meeting. If there are more speakers than can be accommodated during thirty minutes, additional speakers who will be given an opportunity to speak at the end of the meeting.
 - d. Public comments on items on the agenda shall be taken following the announcement of the item.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the office of the City Clerk at (805) 385-7803. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Written materials relating to an item on this agenda that are distributed to the Planning Commission within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at 214 South C Street, during customary business hours.

A. ROLL CALL**B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES PUBLIC****C. COMMENTS - On Items Not On The Agenda**

At this time, a person may address the Planning Commission on matters within the jurisdiction of the Planning Commission, including information/consent items and any item not appearing on the agenda. The Chair shall limit public comments to three (3) minutes. The Planning Commission cannot take action on any item presented during public comments that is not on the agenda and such item may only be referred to the Commission Secretary. Persons wishing to speak on public hearing items should do so at the time of the public hearing.

D. CONSENT AGENDA

1. Adoption of the 2025 Planning Commission Meeting Calendar.
2. APPROVAL OF MINUTES - October 3, 2024
3. APPROVAL OF MINUTES - October 17, 2024
4. APPROVAL OF MINUTES - November 7, 2024

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS**F. PUBLIC HEARING**

1. **Project Name: Oxnard Sand Management Plan** - Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit) - A request for a Coastal Development Permit to implement a Sand Management Plan for the coastal areas generally within the Oxnard Shores community. The project includes collecting wind-blown beach sand from beach access points, sidewalks, streets, and walkways and redepositing the sand back onto the beach at 13 locations. The project is exempt from environmental review pursuant to Section 15304 of the CEQA Guidelines. Filed by Brian Yanez, Assistant Public Works Director on behalf of the City of Oxnard.

City Staff: Joe Pearson II, Planning and Environmental Services Manager

Recommendation: That the Planning Commission:

- a. continue the Oxnard Sand Management Plan item to the Planning Commission hearing date of February 20, 2025.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/KA08MOVqi10>

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G. STUDY SESSION/REPORTS

H. PLANNING COMMISSION BUSINESS

I. COMMUNITY DEVELOPMENT STAFF UPDATES

J. ADJOURNMENT

FUTURE MEETINGS

Regular Meeting: Thursday, December 19, 2024, 6:00 p.m., Council Chambers

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<http://www.oxnard.org>

MEMO



DATE: December 5, 2024

TO: Planning Commission

FROM: Joe Pearson II, AICP, Planning Manager
Jeff Pengilley, Community Development Director

SUBJECT: Planning Commission 2025 Calendar Agenda Item No: D-1

Staff is recommending the Planning Commission adopt the 2025 Meeting Calendar with public meeting dates on the first and third Thursday of each month, as shown on the 2025 Meeting Calendar (Attachment A).

This calendar is consistent with the Planning Commission resolution and Rules of Procedures and requires an approval vote by the Planning Commission. The start of the regular meeting will continue to be at 6:00 PM.

Adopting this calendar does not impact the ability for a special meeting to be scheduled by the Chair or majority of the members of the Planning Commission or Director through communication to the Chair for an acceptable date and time.

Attachment

A. 2025 Meeting Calendar

2025 Oxnard Planning Commission Calendar

JANUARY						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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FEBRUARY						
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MARCH						
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30	31					

APRIL						
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MAY						
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JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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28	29	30	31			

 Planning Commission

 DAC

 Community Workshop

 APA Conference

 League of California Academy

 Closed Friday / Holiday

 Half-Day

DRAFT MINUTES
OXNARD PLANNING COMMISSION
Thursday, October 3, 2024

A. ROLL CALL

1. At 6:00 pm the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Nash, and Connelly were present. Commissioners Schuelke and Zielsdorf were absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; Christen Guzman, Administration Services Specialist; and Iris Rodriguez, Administrative Services Technician.
4. Chair Arruejo presided and called the meeting to order.

B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

1. Commissioner Lopez led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. None.

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. None.

F. PUBLIC HEARING

1. **Project Name:** Mister Car Wash - Planning and Zoning Permit No. 23-500-01 (Special Use Permit): A request for approval of a Special Use Permit (SUP) for the construction of a 5,400 square-foot drive-thru, automated car wash with 14 canopy-covered vacuum stations, landscaping, and other site improvements on a 1.35 acre vacant parcel located at 2441 North Vineyard Avenue, within the General Commercial - Planned Development (C-2-PD) zoning district. The project is exempt from environmental review pursuant to Section 15303 New Construction or Conversion of Small Structures of the California Environmental Quality Act (CEQA) Guidelines. Filed by Adriana Wright of Mister Car Wash on behalf of the property owner 2441 Vineyard Oxnard LLC, 12550 Whittier Blvd. #202, Whittier, CA 90602.

City Staff: Daniel Houck, Associate Planner

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Recommendation: That the Planning Commission:

- a. Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction); and
- b. Adopt Resolution 2024-24 approving Planning and Zoning Permit No. 23-500-01 (Special Use Permit), subject to certain findings and conditions..

Daniel Houck, Associate Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: https://youtu.be/xyhh_Xvo0xA

City Staff including: Joe Pearson, Planning & Environmental Services Manager; Kenneth Rozell, Chief Assistant City Attorney and Daniel Houck, Associate Planner were available for questions.

Chair Arruejo requested Daniel Houck explain the reasoning for the item returning to the Planning Commission. Daniel Houck informed the Planning Commissioners there were no updates to the item since the previous meeting. He clarified that the item was being presented again due to a technical issue that occurred during the original hearing. Vice Chair Dr. Stewart asked if the public was notified of the item returning to the Planning Commission and the requirement of zoom. Daniel Houck confirmed the public was notified, and Ken Rozell responded to requirements for zoom.

The applicant, Adriana Wright, answered questions presented by Vice Chair Stewart regarding traffic flow and width of the lane relating to the traffic flow.

Chair Arruejo opened the public comments portion of the public hearing.

Chair Arruejo closed the public comments portion of the public hearing.

MOTION:

Vice Chair Dr. Stewart moved and Commissioner Dr. Lopez seconded the motion to find the project exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15332 (In-Fill Development Projects); and Adopt Resolution 2024-24 approving Planning and Zoning Permit Nos. 23-500-01 (Special Use Permit), subject to certain findings and conditions.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, voted in favor. Commissioner Schuelke and Zielsdorf were absent. The motion carried 4:0:2:0:0¹

2. **Project Name: Project Name:** Rancho Event Center - Planning and Zoning Permit No. 23-520-01 (Special Use Permit): A request to permit the operation of a banquet hall for events within an existing 5,097 square-foot commercial tenant space located in a 20,436 sq. ft multi-tenant building on a 1.48 acre lot. The banquet facility will operate between 8 a.m. to 10 p.m. Sunday through Thursday and 8 a.m. to 12 a.m. for Friday and Saturday. The property is located at 517 West Hueneme Road (APN: 222-0-082-665) within the General Commercial (C-2) zone district. The project is exempt from environmental review pursuant to Section 15301 (Existing Facilities), Class 1 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Aurelio Lopez Ayala on behalf of property owner Jon Bell, 750 South B Street Oxnard, California, 93030.

City Staff: Juan-Carlos Torres, Associate Planner

Recommendation: That the Planning Commission:

- a. Find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and
- b. Adopt Resolution 2024-25 approving Planning and Zoning Permit No. 23-520-01 (Special Use Permit), subject to certain findings and conditions.

Juan-Carlos Torres, Associate Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/A0klhnQZH2k>.

City Staff including: Joe Pearson, Planning & Environmental Services Manager; Kenneth Rozell, Chief Assistant City Attorney, Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist, and Juan-Carlos Torres, Associate Planner were available for questions.

Juan-Carlos Torres informed the Planning Commissioners of the typos found in the staff report. Concluding the typos Juan-Carlos Torress gave a brief overview of the project.

The applicant, Aureilo Lopez Ayala, had a representative Elio Espino present on his behalf. The applicant and City Staff answered questions presented by Chair Arruejo, Vice Chair Stewart, Commissioner Dr. Lopez and Nash, regarding other event centers, crime states,

¹ In Favor: Against: Absent: Abstain: Recused

lighting, security at events, adequacy of parking study, dance permits, maximum number of people, included parking areas, allowance for alcohol.

Chair Arruejo opened the public comments portion of the public hearing. Camille Borchard, Cecille Faulkner, Martha Centeno, Carolina Gallardo Magana, and Paul Hagerty.

Chair Arruejo set a ten minute limit for the applicant to respond to the five public speakers and respond to any questions presented by the Planning Commissioners.

Juan-Carlos Torres and Joe Pearson II provide closing remarks regarding limits on alcohol sales, parking areas, need for alcohol SUP for sale of alcohol.

Chair Arruejo closed the public comments portion of the public hearing.

Vice Chair Dr. Stewart raised concerns regarding parking, safety and security. Commissioner Connelly commented on the parking situation as well as alcohol sales. Commissioner Dr. Lopez commended the public speakers, and applauded the future use of the facility.

MAIN MOTION:

Vice Chair Dr. Stewart moved and Commissioner Connelly seconded the motion to find the project exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines 15301 (Existing Facilities); and Adopt Resolution 2024-25 approving Planning and Zoning Permit Nos. 23-520-01 (Special Use Permit) subject to certain findings and conditions with the inclusion of the following edits:

Paragraph 4 of Section 1 (3) shall be edited as follows:

“In accordance with the parking study, at the busiest times during the day on weekends, the required parking for the overall existing and proposed uses requires a total of 1943 parking spaces ~~according to the submitted parking analysis~~, in which a total of 220 parking spaces are provided (171 shared parking spaces along the front of the property, 22 spaces within the rear of the property, and 27 non-shared parking spaces along the rear of the adjacent properties. The proposed Rancho shopping center and the proposed Rancho Nuevo Community Center provide a surplus of 26 parking spaces during the busiest times of the weekends. Therefore, this Project meets this finding.”

Condition numbers 2, 44, 45, and 46 shall be edited as follows:

2. This permit is granted for the plans dated ~~September 19, 2024~~ October 3, 2024, (“the plans”) on file with the Planning Division. The project shall

conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning and Environmental Services Manager (“Planning Manager”) or a major modification to the plans is approved by the Planning Commission. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. A major modification shall be required for substantial changes or increases in such items. (PL, G-2)

44. The proposed banquet hall facility, Rancho Event Center, shall be limited to a total of ~~1248~~ people including guests ~~and 4 employees~~, employees, talent, caterers, security, personnel or vendors.

45. The approval of the Special Use Permit, PZ 23-520-01, will only be valid if reciprocal access and parking are provided between the property owners for Lots 17 through 27 of Tract 1283 and as listed in the shopping centers’ Declaration of Establishment of Conditions, Restrictions, and Reservations. If the recorded document (Declaration of Establishments of Conditions, Restrictions, and Reservations) is modified to exclude reciprocal access and parking between the above references properties, a modification to PZ 23-520-01 is required by the Planning and Environmental Services Manager will need to be submitted for the use to justify parking requirements as required by the City’s Off-Street Parking Code or a Parking Study.

46. Public events shall be limited to comedy shows, sit down music shows, or similar events and shall only be allowed via pre-sale tickets and shall not be open to the general public at the door. The maximum number of guests within the facility when doing a comedy show, live music show, or similar events shall be limited to ~~124 guests and 4 employees~~ 128 people. No alcohol shall be allowed or consumed during public events.

MOTION TO AMEND MAIN MOTION:

Chair Arruejo moved and Commissioner Connelly seconded a motion to amend main motion to amend Condition of Approval 42 to require the Applicant to submit periodic status reports every month for a period of 2 years from the grand opening of the banquets hall with half of those status reports on a Sunday through Thursday and the other half on Friday and Saturday and half in general before 8 pm and the other half after 8 pm.

VOTE TO AMEND MAIN MOTION:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, and Nash voted in favor. Commissioner Schuelke and Zielsdorf were absent.

The motion carried 5:0:2:0:0²

AMENDED MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, and Nash voted in favor. Commissioner Schuelke and Zielsdorf were absent.
The motion carried 5:0:2:0:0³

G. STUDY SESSION/REPORTS

1. None.

H. PLANNING COMMISSION BUSINESS

1. Chair Arruejo shared the League of Women Voters having a candidates forum for City Council candidates and the Mayor. The INCO will host a forum on October 7.
2. Vice Chair Dr. Stewart shared the cultural arts fair in downtown Oxnard on October 5.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II noted the approval of a zone change for Lockwood III project at the City Council meeting on September 17, 2024.
2. Joe Pearson II informed the Planning Commission of the two items, Sand Management Place, and study session for CEQA Guidelines, to be presented at the upcoming meeting October 24, 2024.

J. ADJOURNMENT

1. At 7:44 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, October 19, 2024, 6:00 p.m, Oxnard Chambers

Ronald Arruejo,
Chair

ATTEST _____
Joe Pearson II,
Planning & Environmental Services Manager

² In Favor: Against: Absent: Abstain: Recused

³ In Favor: Against: Absent: Abstain: Recused

DRAFT MINUTES
OXNARD PLANNING COMMISSION
Thursday, October 17, 2024

A. ROLL CALL

1. At 6:00 pm the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Nash, Schuelke, and Zielsdorf were present. and Commissioner Connelly was absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Jason Zaragoza, Deputy City Attorney III, and Christen Guzman, Administration Services Specialist.
4. Chair Arruejo presided and called the meeting to order.

B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

1. Commissioner Zielsdorf led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - September 5, 2024
2. APPROVAL OF MINUTES - September 19, 2024

MOTION:

Vice Chair Dr. Stewart moved and Commissioner Nash seconded the motion of approval for the consent agenda item D.1 and D.2.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Nash Zielsdorf, and Schuelke voted in favor. Commissioner Connelly was absent. The motion carried 6:0:1:0:0¹.

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. None.

¹ In Favor: Against: Absent: Abstain: Recused

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F. PUBLIC HEARING

1. **Project Name: Oxnard Sand Management Plan** - Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit) - A request for a Coastal Development Permit to implement a Sand Management Plan for the coastal areas generally within the Oxnard Shores community. The project includes collecting wind-blown beach sand from beach access points, sidewalks, streets, and walkways and redepositing the sand back onto the beach at 13 locations. The project is exempt from environmental review pursuant to Section 15304 of the CEQA Guidelines. Filed by Brian Yanez, Assistant Public Works Director on behalf of the City of Oxnard.

City Staff: Joe Pearson II, Planning and Environmental Services Manager

Recommendation: That the Planning Commission:

- a. Find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15304 (Class 4, Minor Alterations to Land); and
- b. Adopt Resolution 2024-XX approving Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit), subject to certain findings and conditions.

Joe Pearson II, Planning and Environmental Services Manager provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/KA08MOVqi10>

City Staff including: Joe Pearson, Planning & Environmental Services Manager, and Kenneth Rozell, Chief Assistant City Attorney were available for questions.

Joe Pearson gave a brief introduction of the project. He also explained to the commissioners that the item would be continued to a future meeting per the City Managers office.

The applicant, Brian Yanez, City of Oxnard Assistant Public Works Director, gave a brief overview of the project. Brian Yanez introduced Jamie Grundan, Senior Biologist and Jerry Hittleman, Senior Supervising Planner, with Rincon Consultants who presented the findings from a study they conducted. Questions were answered by Jamie Grundan, Jerry Hittleman, and Brian Yanez that were received by Vice Chair Dr. Stewart, Commissioners; Zielsdorf, Nash, Dr. Lopez, and Chair Arruejo regarding contamination testing of sand to be placed on the beach, role of the Coastal Commission, coordination with other jurisdictions, Changes to the sand management as a result of public comments, need for

Sand Management Plan, Biological Resources Assessment results, and ability to divide the project.

Chair Arruejo opened the public comments portion of the public hearing. The in person public speakers included; Walter Hagedohm, Stuart Howoritz, and Sarah Goldman. The online speakers included; Lorin Fife, Laura Johnson, and Deirdre Frank.

Brian Yanez, Assistant Director of Public Works, acknowledged the public's comments and questions. He also assured that he would further investigate and collaborate with planning staff to address all questions brought up by the public. Joe Pearson II also acknowledged the public's comments. Joe Pearson II clarified the intention of the proposed project.

Chair Arruejo closed the public comments portion of the public hearing.

Chair Arruejo allowed for the commissioners to vote to postpone the item to a date certain. Chair Arruejo moved into a quasi Committee of the whole to form a consensus on a date for continuance. Vice Chair Stewart, Dr. Lopez, and Commissioner Nash deliberated on the best date between December 5, 2024, December 16, 2024, or January 16, 2025, which then Chair Arruejo took a vote from the Commissioners to form a consensus. A consensus was formed to make a motion to continue the item until December 5, 2024, via the quasi committee of a whole.

MOTION:

Via the Quasi-Committee of the whole Chair Arruejo made a motion to postpone the item to a date certain, Planning Commission Meeting of December 5, 2024.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Schuelke and Zielsdorf voted in favor. Commissioner Connelly was absent. The motion carried 6:0:1:0:0²

G. STUDY SESSION/REPORTS

1. **Study Session: Update to the City of Oxnard, California Environmental Quality Act (CEQA) Threshold Guidelines** - Study session to discuss updates to the City of Oxnard CEQA guidelines used to provide direction regarding how to carry out the CEQA environmental review process and what constitutes a significant environmental impact for projects in Oxnard.

² In Favor: Against: Absent: Abstain: Recused

City Staff: Kathleen Mallory, AICP, Long Range Planning and Sustainability Manager, Heather Davis, Project Planner Recommendation: That the Planning Commission conduct a study session on the Draft updated CEQA Threshold Guidelines.

Kathleen Mallory, AICP, Long Range Planning and Sustainability Manager, John Muggridge of Fehr Peers, George Dix of Rincon Consultants, and Heather Davis of Rincon Consultants gave a brief overview of the project.

Vice Chair Dr. Stewart, Commissioner Nash and Chair Arruejo asked questions to Kathleen Mallory regarding Traffic LOS standards, cumulative impacts, correlation between VMT and number of parking spaces, and NEPA requirements. Joe Pearson II clarified details relating to the study session item. Chair Arruejo that any and all questions be submitted to the planning staff by the end of October.

Chair Arruejo opened the public comments portion of the public hearing.

Chair Arruejo closed the public comments portion of the public hearing

The item concluded.

H. PLANNING COMMISSION BUSINESS

1. Commissioner Nash requested for the City of Oxnard to provide laptops for the Planning Commissioners in order to view the agenda virtually during the meeting.
2. Chair Arreujo explained in-depth the quasi committee of the whole.
3. Chair Arruejo also thanked the staff and commended the professionalism of the commissioners. He recognized and thanked the public input as well.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II informed the Planning Commission of the Wireless Permit and CEQA Guidelines to be presented at the upcoming meeting November 7, 2024.

J. ADJOURNMENT

1. At 8:19 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, November 7, 2024, 6:00 p.m, Oxnard Chambers

Ronald Arruejo,
Chair

ATTEST _____
Joe Pearson II, AICP
Planning & Environmental Services Manager

DRAFT MINUTES
OXNARD PLANNING COMMISSION
Thursday, November 7, 2024

A. ROLL CALL

1. At 6:00 pm the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, Nash, and Zielsdorf were present. Commissioner Schuelke was absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney, and Iris Rodriguez, Administration Services Technician.
4. Chair Arruejo presided and called the meeting to order.

B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

1. Commissioner Nash led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. None.

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. Commissioner Nash recused himself from item F.1.

F. PUBLIC HEARING

1. **Project Name: AT&T Mono-Eucalyptus Tower** - Planning and Zoning Permit No. 23-530-04 (Special Use Permit - Wireless) - A request to construct a 44-foot tall wireless communication stealth facility designed to resemble a eucalyptus tree with an associated ground equipment enclosure within a 324 square-foot lease area of a 7.36 acre property developed with an existing hotel, located at 2101 West Vineyard Avenue, within the General Commercial Planned Development zone within the Northwest Community Specific Plan. The project is exempt from environmental review pursuant to Section 15303, Class 3 (New Construction) of the California Environmental Quality Act (CEQA) Guidelines. Filed by designated agent John McDonald, Eukon Group, 65 Post Suite 1000, Irvine, CA 92618, on behalf of AT&T Mobility, on behalf of the property owner Cavort Properties LP, 20342 SW Acacia Street, Newport Beach, CA 92660.

City Staff: Rogelio Solis, Assistant Planner

Recommendation: That the Planning Commission:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the office of the City Clerk at (805) 385-7803. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Written materials relating to an item on this agenda that are distributed to the Planning Commission within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at 214 South C Street, during customary business hours.

- a. Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 Class 3 (New Construction); and
- b. Adopt Resolution 2024-26 approving Planning and Zoning Permit No. 23-530-04 (Special Use Permit Wireless), subject to certain findings and conditions.

Rogelio Solis, Assistant Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/Vwh66ehJD9s>

City Staff including: Joe Pearson, Planning & Environmental Services Manager, and Kenneth Rozell, Chief Assistant City Attorney were available for questions.

Rogelio Solis, Assistant Planner, gave a brief introduction of the project.

The applicant, John McDonald, gave a brief overview of the project.

Vice Chair Stewart asked about height requirements and updating the code to reduce the number of SUP's for similar projects. Joe Pearson II explained the reasoning behind SUP's and how it relates to particular zones. Chair Arruejo asked questions to staff relating to the stealth of the project.

Chair Arruejo opened the public comments portion of the public hearing. The in person public speakers included Diane Mitchell and Kang Lu.

The applicant, John McDonald, responded to the public's comments and questions, clarifying how the tower works.

Chair Arruejo closed the public comments portion of the public hearing.

MOTION:

Commissioner Nash moved and Commissioner Connelly seconded the motion Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 Class 3 (New Construction); and Adopt Resolution 2024-26 approving Planning and Zoning Permit No. 23-530-04 (Special Use Permit Wireless), subject to certain findings and conditions.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, Nash and Zielsdorf voted in favor. Commissioner Schuelke was absent. The

motion carried 6:0:1:0:0¹

2. **Project Name: Update to the City of Oxnard, California Environmental Quality Act (CEQA) Threshold Guidelines** - The proposed project is an update of the City's CEQA Threshold Guidelines that were adopted by the City Council on June 27, 2017. The proposed CEQA Threshold Guidelines are consistent with the current (2024) State CEQA Statute & Guidelines. The applicant is the City of Oxnard, Community Development Department, 214 South C Street, Oxnard.

City Staff: Kathleen Mallory, AICP, Long Range Planning and Sustainability Manager, Heather Davis, Project Planner

Recommendation: That the Planning Commission:

- a. Find the project Exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3); and
- b. Adopt resolution 2024-27 recommending that the City Council adopt a resolution to repeal Resolution No. 15,040 and approve updated CEQA Threshold Guidelines.

Kathleen Mallory, AICP, Long Range Planning and Sustainability Manager provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda:: <https://youtu.be/gBmxUbBYSxI>

City Staff including: Joe Pearson, AICP, Planning & Environmental Services Manager, Kathleen Mallory, AICP, Long Range Planning and Sustainability Manager and Kenneth Rozell, Chief Assistant City Attorney were available for questions.

Kathleen Mallory gave a brief introduction of the project.

Vice Chair Dr. Stewart clarified the requests and specifications of the project. Chair Arruejo clarified the impact of the new City Council members. Ken Rozell responded to the questions.

Chair Arruejo opened the public comments portion of the public hearing.

Chair Arruejo closed the public comments portion of the public hearing.

MOTION:

Vice Chair Dr. Stewart moved and Commissioner Nash seconded the motion to Find the project Exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3); and

¹ In Favor: Against: Absent: Abstain: Recused

adopt resolution 2024-27 recommending that the City Council adopt a resolution to repeal Resolution No. 15,040 and approve updated CEQA Threshold Guidelines.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, Connelly, Nash and Zielsdorf voted in favor. Commissioner Schuelke was absent. The motion carried 6:0:1:0:0²

G. STUDY SESSION/REPORTS

1. **None.**

H. PLANNING COMMISSION BUSINESS

1. Chair Arruejo reminded those Commissioners who are up for reappointment to submit their application by the deadline by November 23.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II informed the Planning Commission of the Teal Club Specific Plan presented at the upcoming meeting November 21, 2024.

J. ADJOURNMENT

1. At 6:42 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, November 21, 2024, 6:00 p.m, Oxnard Chambers

Ronald Arruejo,
Chair

ATTEST _____
Joe Pearson II, AICP
Planning & Environmental Services Manager

² In Favor: Against: Absent: Abstain: Recused