

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING
Council Chambers, 305 West Third Street
Thursday, April 3, 2025, 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](http://www.oxnardnews.com). 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/zVttDsvgsUD421mdA>, 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: 832 5261 1316
 3. Enter the meeting passcode: 725160
 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. MINUTES -FEBRUARY 6, 2025
2. MINUTES - FEBRUARY 20, 2025
3. MINUTES -MARCH 6, 2025

E. NOMINATIONS AND ELECTIONS

1. Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2025

F. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS**G. 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:

1. 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

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2. Adopt Resolution 2025-XX approving Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit), subject to certain findings and conditions.

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

2. **Project Name: AT&T Temporary Tower** - Planning and Zoning Permit No. 24-530-05 (Special Use Permit - Wireless) - A request to install a 40-foot temporary cell on wheels (COW) facility on a 41,382 square-foot developed site within the General Commercial-Planned Development (C-2-PD) zone. The application includes a request for the removal of three parking spaces and a height 5 feet above the existing 35-foot height limit within the General Commercial Zone. The project is exempt from environmental review pursuant to Section 15303 of the CEQA Guidelines. Filed by designated agent David Elliot, Eukon Group, 65 Post Suite 1000, Irvine, CA 92618 on behalf of AT&T Mobility on behalf of the property owner Don Wickman, 21241 Ventura Blvd., Woodland Hills, CA 91364.

City Staff: Chantal Power, Contract Planner

Recommendation: That the Planning Commission:

1. Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 Class 3 (New Construction); and
2. Adopt Resolution 2025-XX approving Planning and Zoning Permit No. 24-530-05 (Special Use Permit Wireless), subject to certain findings and conditions.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/keEfD3871GA>

H. STUDY SESSION/REPORTS

I. PLANNING COMMISSION BUSINESS

1. Appreciation for Commissioner Katherine Connelly's 4 Years of Service on the Planning Commission
2. Appreciation for Commissioner Anna Zielsdorf's 2.5 Years of Service on the Planning Commission

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J. COMMUNITY DEVELOPMENT STAFF UPDATES

K. ADJOURNMENT

FUTURE MEETINGS

Regular Meeting: Thursday, April 17, 2025, 6:00 p.m., Council Chambers

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.

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<http://www.oxnard.org>

DRAFT
MINUTES
OXNARD PLANNING COMMISSION
Thursday, February 6, 2025

A. ROLL CALL

1. At 6:02 p.m., the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Commissioner Lopez, Nash and Schuelke were present. Vice Chair Dr. Stewart, Commissioner Connelly, and Zielsdorf were absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney, and Christen Guzman, Administrative Services Specialist.
4. Chair Arruejo presided and called the meeting to order.

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

1. Joe Pearson II led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - November 21, 2024
2. APPROVAL OF MINUTES - December 5, 2024

MOTION:

Commissioner Nash moved and Commissioner Schuelke seconded the motion of approval for the consent agenda items D.1 and D.2.

VOTE:

Chair Arruejo, Commissioners Dr. Lopez voted in favor. Vice Chair Dr. Stewart, Commissioner Connelly, Zielsdorf were absent. The motion carried 4:0:3:0:0¹.

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. None

F. PUBLIC HEARING

¹ In Favor: Against: Absent: Abstain: Recused

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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.

1. **Project Name: 5305 Saviers Road Duplex** - Planning and Zoning Permit No. 24-540-03 (Planned Development Permit), Property Located at 5305 Saviers Road (APN: 222-0-112-095). A request for approval of a Planned Development Permit (PD) for the construction of a new 3,326 square foot two-story duplex building consisting of two 1,663 square foot attached two-story units and a 990 square foot detached four car garage with a detached 990 square foot ADU above the garage on a 5,662 square foot (0.13 acre) vacant parcel located at 5305 Saviers Road, within the Garden Apartment - Planned Development (R-3-PD) zone. This project is exempt from environmental review pursuant to Section 15303 (New Construction of Small Structures), Class 3 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Emmanuel Lopez on behalf of property owner Carlos Lopez, PO Box 882, Simi Valley, CA 93062.

City Staff: Daniel Houck, Associate Planner

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 2025-01 approving Planning and Zoning Permit No. 24-540-03 (Planned Development 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://www.youtube.com/watch?v=IKK7mJyxMMY>

Daniel Houck addressed the Commissioners and answered questions that were submitted to him prior to the meeting. The questions were related to condition 57 of the project.

The applicant, Emmanuel Lopez, was present to answer questions.

Commissioner Nash asked for clarification regarding condition 57. Emmanuel Lopez answered the question with information relating to architectural details.

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

No comments received by public speakers.

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

MOTION:

Commissioner Dr. Lopez moved and Commissioner Schuelke seconded, to find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction); and Adopt Resolution 2025-XX approving Planning and Zoning Permit No. 24-540-03 (Planned Development Permit), subject to certain findings and conditions.

MOTION VOTE:

Commissioner Nash and Chair Arruejo voted in favor. Vice Chair Dr. Stewart, Commissioners Connelly, and Zielsdorf were absent. The motion carried 4:0:3:0:0

2. **Project Name: 5309 Saviers Road Duplex** Planning and Zoning Permit No. 24-540-04 (Planned Development Permit), Property Located at 5309 Saviers Road (APN: 222-0-112-105). A request for approval of a Planned Development Permit (PD) for the construction of a new 3,326 square foot two-story duplex building consisting of two 1,663 square foot attached two-story units and a 990 square foot detached four car garage with a detached 990 square foot ADU above the garage on a 5,662 square foot (0.13 acre) vacant parcel located at 5309 Saviers Road, within the Garden Apartment - Planned Development (R-3-PD) zone. This project is exempt from environmental review pursuant to Section 15303 (New Construction of Small Structures), Class 3 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Emmanuel Lopez on behalf of property owner Carlos Lopez, PO Box 882, Simi Valley, CA 93062

City Staff: Daniel Houck, Associate Planner

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 2025-02 approving Planning and Zoning Permit No. 24-540-04 (Planned Development 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/jBfrcOJeRtl>

Daniel Houck addressed the Commissioners and noted the project was virtually identical to the project F. 1.

The applicant, Emmanuel Lopez, was present to answer questions.

Chair Arruejo asked for clarification on why the projects were being submitted separately to which Daniel Houck clarified that each project needed its own permit.

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

No comments received by public speakers.

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

MOTION VOTE:

Commissioner Nash moved and Commissioner Dr. Lopez seconded, to find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction); and Adopt Resolution 2025-02 approving Planning and Zoning Permit No. 24-540-04 (Planned Development Permit), subject to certain findings and conditions.

MOTION VOTE:

Commissioner Schuelke and Chair Arruejo voted in favor. Vice Chair Dr. Stewart, Commissioners Connelly, and Zielsdorf were absent. The motion carried 4:0:3:0:0

3. **Project Name: 5313 Saviers Road Duplex** -Planning and Zoning Permit No. 24-540-05 (Planned Development Permit), Property Located at 5313 Saviers Road (APN: 222-0-112-115). A request for approval of a Planned Development Permit (PD) for the construction of a new 3,326 square foot two-story duplex building consisting of two 1,663 square foot attached two-story units and a 990 square foot detached four car garage with a detached 990 square foot ADU above the garage on a 5,662 square foot (0.13 acre) vacant parcel located at 5313 Saviers Road, within the Garden Apartment - Planned Development (R-3-PD) zone. This project is exempt from environmental review pursuant to Section 15303 (New Construction of Small Structures), Class 3 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Emmanuel Lopez on behalf of property owner Carlos Lopez, PO Box 882, Simi Valley, CA 93062.

City Staff: Daniel Houck, Associate Planner

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 2025-03 approving Planning and Zoning Permit No. 24-540-05 (Planned Development 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/5NE079h1mDg>

Daniel Houck addressed the Commissioners and noted the project was nearly identical to the project F.1 and F. 2, but noting it is a corner lot with extra conditions relating to landscaping.

The applicant, Emmanuel Lopez, was present to answer questions.

Chair Arruejo asked the applicant if the projects would be done concurrently. The applicant answered yes to Chair Arruejo

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

No comments received by public speakers.

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

MOTION VOTE:

Commissioner Schuelke moved and Commissioner Nash seconded, to find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction); and Adopt Resolution 2025-03 approving Planning and Zoning Permit No. 24-540-05 (Planned Development Permit), subject to certain findings and conditions.

MOTION VOTE:

Commissioner Dr. Lopez and Chair Arruejo voted in favor. Vice Chair Dr. Stewart, Commissioners Connelly, and Zielsdorf were absent. The motion carried 4:0:3:0:0

4. **Project Name: The Pointe Apartments Appeal** - Planning and Zoning Permit No. 23-200-01 (Development Design Review); Property located at 2801 North Oxnard Boulevard (APN: 132-0-110-315). Appeal of the Community Development Director's Approval of a Development Design Review (DDR) Permit for the construction of a 546,524 square foot building comprised of 341,324 square feet of apartment building reaching 4 stories and 280 residential units as well as a 205,200 square foot 5.5-story centrally located parking structure with 490 residential parking spaces on a 4.85-acre project site. The proposed project has been found to be consistent with the RPSP and FEIR No. 00-03 and is therefore exempt from further environmental review pursuant to Section 15162 of the CEQA Guidelines. The project application was filed by Ann Walsh of Shea Properties, 2751 Park View Court, Oxnard, CA 93036. The appeal was filed by Richard Drury of Lozeau Drury, LLP, 1939 Harrison Street Suite 150, Oakland, CA 94612.

City Staff: Daniel Houck, Associate Planner

Recommendation: That the Planning Commission:

- a) Find the Project to be consistent with Final Environmental Impact Report (FEIR No. 00-03) and subsequent addendums prepared for the RiverPark Specific Plan and therefore exempt from further environmental review pursuant to Sections 15162 through 15164 and 15183 of the CEQA Guidelines; and
- b) Adopt a resolution denying the Appeal and upholding the Community Development Director's approval of Planning and Zoning Permit No. 23-200-01 (Development Design Review Permit), subject to certain findings and conditions, because the record shows that there is evidence necessary to make all of the Findings required by Oxnard City Code.

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/nN_wKwZ0HKg

Daniel Houck gave a brief introduction to the project to address additional public comments submitted following the .

The appellant, Joseph Gonzalez, was allowed 15 minutes to present. He chose 10 minutes to present and chose 5 minutes for a rebuttal.

The applicant, Tony Locacciato, was present and gave a brief presentation in response to the appellant's comments.

The appellant, Joseph Gonzalez, used his remaining 5 minutes to present his rebuttal to the applicant presentation.

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

Chair Arruejo asked questions of staff regarding the CEQA process and role of the previously approved addendum. Chair Arruejo asked the appellant for clarification regarding the organization, SAFER, who he represents, the purpose and timing of the appeal. Commissioner Nash asked questions relating to the traffic study and age of the environmental process. City staff, the Appellant, and Applicant provided responses to the commissioner questions.

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

No comments received by public speakers.

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

Discussion ensued among the Commissioners and staff, including the potential traffic, the importance of the Riverpark development and appreciation of the developers commitment to Oxnard, compliance with the prior environmental review and adequacy of the prior addendum which was approved previously by both the Planning Commission and City Council.

MOTION VOTE:

Commissioner Nash moved and Commissioner Dr. Lopez seconded, to find the Project to be consistent with Final Environmental Impact Report (FEIR No. 00-03) and subsequent addendums prepared for the RiverPark Specific Plan and therefore exempt from further environmental review pursuant to Sections 15162 through 15164 and 15183 of the CEQA Guidelines; and adopt a resolution denying the Appeal and upholding the Community Development Director's approval of Planning and Zoning Permit No. 23-200-01 (Development Design Review Permit), subject to certain findings and conditions, because the record shows that there is evidence necessary to make all of the Findings required by Oxnard City Code.

MOTION VOTE:

Chair Arruejo, Commissioner Schuelke, Commissioner Dr. Lopez, and Commissioner Nash voted in favor. Vice Chair Dr. Stewart, Commissioners Connelly, and Zielsdorf were absent. The motion carried 4:0:3:0:0

F. STUDY SESSION/REPORTS

1. None

G. PLANNING COMMISSION BUSINESS

1. Commissioner Dr. Lopez acknowledged the previously approved projects he has been noticing and commended the planning committee and staff.
2. Chair Arruejo noted it was the first meeting of the new year, thanking the commissioners, and staff.

H. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II noted the next meeting would be 2/20/25 having three items on the agenda. He also noted that elections will be held and announced in the near future.
2. Ken Rozell announced that this would be his last planning committee meeting he would be overseeing as City Attorney, he noted Jason Zaragoza would be taking his place.

I. ADJOURNMENT

1. At 7:38 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, February 20, 2025, 6:00 p.m., Oxnard Chambers

Ronald Arruejo,
Chair

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

DRAFT
MINUTES
OXNARD PLANNING COMMISSION
Thursday, February 20, 2025

A. ROLL CALL

1. At 6:02 p.m., the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioner Connelly, Lopez, Nash and Schuelke were present. Commissioner Zielsdorf was absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney, Michael Lackman, Assistant Planner, Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist and Christen Guzman, Administrative 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 Connelly 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: 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

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Recommendation: That the Planning Commission:

- a. continue the Oxnard Sand Management Plan item to the Planning Commission hearing date of March 6, 2025.

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

Joe Pearson II addressed the Commissioners to clarify the item only needed to be continued to the February 20, 2025 meeting.

The applicant, Brian Yanez, Assistant Public Works Director was present to answer questions.

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

No comments received by public speakers.

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

MOTION:

Chair Arruejo moved and Commissioner Nash seconded, to continue the Oxnard Sand Management Plan item to the Planning Commission hearing date of March 20, 2025.

MOTION VOTE:

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

2. **Project Name: Townplace Suites Special Use Permit - Alcohol;** Planning and Zoning Permit No. 24-510-03 (Special Use Permit - Alcohol), Property Located at 701 Town Center Drive (APNs: 132-0-470-095, 132-0-470-125, 132-0-470-165). A request for a Special Use Permit-Alcohol (SUP) for a new ABC Type 70 license to authorize the sale or furnishing of beer, wine and distilled spirits for consumption on the premises to the establishment's overnight transient occupancy guests or their invitees within an existing hotel of approximately 80,133 square feet. 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 Ashika Keshav, Designated

Agent, on behalf of property owner Sunflower LP, 42 Corporate Park, Suite 200, Irvine CA 92606.

City Staff: Michael Lackmann, Assistant 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 2025-05 approving Planning and Zoning Permit No. 24-510-03 (Special Use Permit - Alcohol), subject to certain findings and conditions.

Michael Lackmann, Assistant Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda:: <https://youtu.be/HRjSwrLQ37g>

Michael Lackmann addressed the Commissioners and noted there were changes to be made to conditions; 2, 11, 17, and 28.

City Staff including: Joe Pearson, Planning & Environmental Services Manager, Michael Lackmann, Assistant Planner, Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist, and Kenneth Rozell, Chief Assistant City Attorney were available for questions.

Vice Chair Dr. Stewart asked Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist about the need for locking the refrigerator.

Chair Arruejo laid item F.2 on the table .

The applicant was present to answer any questions.

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

No comments received by public speakers.

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

MOTION:

Vice Chair Dr. Stewart moved and Chair Arruejo seconded, to find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and Adopt Resolution 2025-05 approving Planning and Zoning Permit No. 24-510-03 (Special Use Permit - Alcohol), subject to certain findings and conditions with the inclusion of the following edits:

Condition numbers 2, 11, 17, and 28 shall be edited as follows:

2. This permit is granted for the plans ~~dated~~ approved February 20, 2025, (“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).

11. This permit shall automatically be void 12 months from the date of issuance of the Certificate of Occupancy of the proposed building, unless the Applicant has received a License Type ~~4770~~ from the State Department of Alcoholic Beverage Control to sell alcoholic beverages on the Project property

17. Alcohol sales shall be limited to 6 a.m. to 2 a.m. ~~Refrigerators containing alcoholic beverages shall be secured with an approved locking system during the hours when alcohol sales is prohibited so as to prevent customer access to these products.~~

28.....

k. ~~Cameras and linked monitors shall be placed in areas where alcoholic beverages are displayed and stored. (PD)~~ shall be placed to monitor activity anywhere alcoholic beverages are stored or sold.

l. A system monitor shall be placed at the front desk to allow staff to observe the security cameras’ view throughout the premises.

MOTION VOTE:

Commissioner Connelly, Nash, and Schuelke voted in favor. Commissioner Dr.

Lopez, and Zielsdorf were absent. The motion carried 5:0:2:0:0.

3. **Project Name: Springhill Suites Special Use Permit - Alcohol;** Planning and Zoning Permit No. 24-510-04 (Special Use Permit - Alcohol): Located at 801 Town Center Drive (APNs: 132-0-470-055, 132-0-470-075, 132-0-470-105, 132-0-470-135). A request for a Special Use Permit-Alcohol (SUP) for a new ABC Type 47 license to authorize the sale of beer, wine, and distilled spirits for on-site consumption within an existing hotel and rooftop bar that is approximately 83,110 square feet.. 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 Ashika Keshav, Designated Agent, on behalf of property owner Tulip LP, 42 Corporate Park, Suite 200, Irvine CA 92606.

City Staff: Michael Lackmann, Assistant 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 2025-06 approving Planning and Zoning Permit No. 24-510-04 (Special Use Permit - Alcohol) subject to certain findings and conditions.

Michael Lackmann, Assistant Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/XL0Hm9Hhfi0>

City Staff including: Joe Pearson, Planning & Environmental Services Manager, Michael Lackmann, Assistant Planner, Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist, and Kenneth Rozell, Chief Assistant City Attorney were available for questions.

Michael Lackmann addressed the Commissioners and noted there were changes to be made to conditions; section 2, general plan conditions 2, and 17.

Commissioner Connelly asked Scott Swenson, Safer Neighborhoods & FACT Compliance Specialist, for clarification between alcohol license types. Chair Arruejo called for a maximum of a 10 minute recess in order to accommodate the applicant.

RECESS MOTION:

Chair Arruejo moved and Vice Chair Dr. Stewart seconded a motion to take a ten (10) minute recess.

MOTION VOTE:

Commissioner Connelly, Nash, and Shuelke voted in favor. Commissioner Dr. Lopez, and Zielsdorf were absent. The motion carried 5:0:2:0:0.

Following the arrival of the applicant the Chair resumed the meeting item F.3 then F. 2.

The applicant, Todd Temanson, was present to answer any questions.

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

No comments received by public speakers.

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

MOTION:

Vice Chair Dr. Stewart moved and Chair Arruejo seconded, to find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and adopt Resolution 2025-06 approving Planning and Zoning Permit No. 24-510-04 (Special Use Permit - Alcohol) subject to certain findings and conditions with the inclusion of the following edits:.

Paragraph 1 of Section 2 shall be edited as follows:

“SECTION 2. The Planning Commission, in accordance with the California Environmental Quality Act (CEQA), determines that the Project (~~replacing type 20 with 21 license type~~ 47 license) will not have a significant impact on the environment and is categorically exempt from CEQA pursuant to CEQA Guidelines §15301 (Class 1) of the State CEQA Guidelines pertaining to projects involving “negligible or no expansion of use beyond that existing at the time of the lead agency’s determination” may be found to be exempt from the requirements of CEQA. The Project involves a request to sell alcohol for on-site consumption within an existing event center and will not increase the square footage of the existing building. No Exceptions to the Exemptions (Section 15300.2) apply to defeat the Exemption. Therefore, the Planning Commission has determined that there is no substantial evidence that the project will have a significant effect on the environment. The Planning and Environmental Services

Manager is hereby authorized and directed to file a Notice of Exemption with the Ventura County Clerk pursuant to Section 15602 of the State CEQA Guidelines within five (5) working days of passage, approval and adoption of this Resolution.”

Condition numbers 2, and 17 shall be edited as follows:

2. This permit is granted for the plans ~~dated August 19, 2024~~ approved February 20, 2025, (“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).

17. Alcohol sales in the mini-mart adjacent to the front desk shall be limited to 6 a.m. to 2 a.m. ~~Sales displays containing alcoholic beverages shall be secured with an approved locking system during the hours when alcohol sales are prohibited so as to prevent customer access to these products.~~

MOTION VOTE:

Commissioner Connelly, Nash, and Shuelke voted in favor. Commissioner Dr. Lopez, and Zielsdorf were absent. The motion carried 5:0:2:0:0.

F. STUDY SESSION/REPORTS

1. None

G. PLANNING COMMISSION BUSINESS

1. Vice Chair Dr. Stewart promoted Super Sunday hosted by California State Channel Islands for information regarding higher education enrollment.

H. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II noted the next meeting would be 3/6/25 with the Sand Management Plan being the single item on the agenda.

I. ADJOURNMENT

1. At 6:39 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, March 6, 6:00 p.m., Oxnard Chambers

Ronald Arruejo,
Chair

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

DRAFT
MINUTES
OXNARD PLANNING COMMISSION
Thursday, March 6, 2025

A. ROLL CALL

1. At 6:01 p.m., the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioner Lopez, Nash and Schuelke were present. Commissioner Connelly, and Zielsdorf were absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney, Brian Yanez, Assistant Department Director II and Christen Guzman, Administrative 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 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. None.

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

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.

Recommendation: That the Planning Commission:

1. 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
2. Adopt Resolution 2025-XX approving Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit), subject to certain findings and conditions.

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

Brian Yanez, Assistant Public Works Director made a brief presentation of the updated information to the project.

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

Chair Arruejo opened with the corrections to the conditions. He also asked questions to the applicant, Brian Yanez. Commissioner Nash asked questions relating to the effectiveness of the plan to take care of the parkways and other amenities of the beach park. Commissioner Nash asked questions relating to the impact of local species.

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

Chair Arruejo opened the public comments portion of the public hearing. There were two speakers. One in person and one online. Lorin Fife was the online speaker and Walter Hagedohm was the in person speaker.

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

MOTION:

Commissioner Nash moved and Vice Chair Dr. Stewart seconded, to 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 adopt Resolution 2025-XX approving Planning and Zoning Permit No. 22-400-06 (Coastal Development Permit), subject to certain findings and conditions.

MOTION VOTE:

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

F. STUDY SESSION/REPORTS

1. None

G. PLANNING COMMISSION BUSINESS

1. Chair Arruejo noted the stipend resolution will be presented to the City Council finance committee on March 11, 2025 and he would be there to represent the planning commission.

H. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II noted the stipend agenda item would be present on March 11, 2025. Joe Pearson II advised the notice of preparation for the Mauldhart Stiles Sub-Neighborhood plan was released and the public comment period will be closed on March 17, 2025.

I. ADJOURNMENT

1. At 6:53 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, March 20, 6:00 p.m., Oxnard Chambers

Ronald Arruejo,
Chair

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

MEMO



DATE: April 3, 2025

TO: Planning Commission

FROM: Joe Pearson II, Planning Manager

SUBJECT: Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2025 Agenda Item No: E-1

With the appointment of the new commissioners at the April 1, 2025 City Council meeting the Planning Commission is asked to nominate and elect a Chair and Vice Chair to serve for calendar year 2025, at its meeting on April 3, 2025.

This memorandum is provided to outline the procedure for the nomination and election procedures consistent with the Planning Commission Rule and Procedures and Robert's Rules of Order, as required by Measure M approved by the voters in November 2020.

1. Nominations

The current Chair opens nominations for the position of Chair and will call upon Commissioners to make a nomination. Any Commissioner may nominate any other Commissioner including themselves. No second is required for a nomination; however, a second is allowed. Nominations stay open until there are no more nominations.

2. Vote

The current Chair calls a vote of each nominated Commissioner for Chair in the same sequence the nominations were received, and the Commission Clerk will perform a roll call vote of the members for each nomination until a Commissioner receives a simple majority vote of all members present. For example, if Commissioner "A" nominates Commissioner "C" and then Commissioner "D" nominates Commissioner "B," the vote will first be called for the election of Commissioner "C." If Commissioner "C" does not receive a simple majority vote, then a vote will be called for the election of Commissioner "B."

3. New Chair Immediately Assumes Responsibilities

Once the new Chair is elected, the new Chair will call for nominations of the Vice Chair following the same procedure outlined above in this memorandum.