

MINUTES
OXNARD PLANNING COMMISSION
Thursday, June 5, 2025

A. ROLL CALL

1. At 6:03 p.m., the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, Commissioner Dr. Lopez, and Schuelke were present. Commissioner Nash was absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Jason Zaragoza, Deputy City Attorney III, Jay Dowbrowalski, Planning Supervisor, and Juan Carlos Torres, Associate Planner, 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 Dr. Lopez led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - April 3, 2025
2. APPROVAL OF MINUTES - May 1, 2025

MOTION:

Vice Chair Dr. Stewart moved and Commissioner Scheulke seconded the motion of approval of minutes.

VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Schuelke and Dr. Lopez voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0¹.

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. None.

F. PUBLIC HEARING

1. **Project Name: 2030 General Plan and Local Coastal Plan Conformity Determination**

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.

<http://www.oxnard.org>

for the City of Oxnard Mid-Cycle Update to the Capital Improvement Program (CIP) Fiscal Years (FY) 2025-2029 - The Planning Commission will review the Mid-Cycle Update to the CIP for FY 2025-2029 to confirm the projects are in conformance with the City of Oxnard 2030 General Plan and relevant Coastal Land Use Plan policies pursuant to Section 65401 of the Government Code. The CIP includes a range of roadway improvements, maintenance of public facilities, stormwater drainage improvements and other miscellaneous projects. The whole of the proposed CIP projects are located throughout the City of Oxnard and vary in scope and funding. Filed by the City of Oxnard Public Works Department, 305 West Third Street - Third Floor, Oxnard, Oxnard, CA 93030. *(Item Continued From May 1, 2025 Hearing)*

City Staff: Morgan Kessler, City Engineer

Recommendation: That the Planning Commission:

1. Find the Mid-Cycle Update to the Capital Improvement Program (CIP) projects for FY 2025-2029 is not a "project" under the California Environmental Quality Act pursuant to section 15601 (b)(3) and 15378(b)(4); and
2. Adopt Resolution 2025-11 finding that the proposed additional Mid-Cycle Update to the Capital Improvement Program (CIP) projects for FY 2025-2029 are in conformance with the City of Oxnard 2030 General Plan and relevant Coastal Land Use Plan policies pursuant to Section 65401 of the Government Code.

Morgan Kessler, City Engineer provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/J5pM2iCaNrI>

City Staff: Morgan Kessler, City Engineer

Morgan Kessler gave a brief description of the project.

City Staff including: Joe Pearson, Planning & Environmental Services Manager, Morgan Kessler, City Engineer, and Jason Zaragoza, Deputy City Attorney III were available for questions.

Chair Arruejo and Vice Chair Dr. Stewart asked questions regarding changes to the CIP that would require the project to return to the Planning Commission, approval process for projects under the CIP, and details related to specific projects, such as alley repaving.

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

No comments received by public speakers.

Chair Arruejo and Vice Chair Dr. Stewart noted that the CIP is appropriate and in line with the City's needs.

MOTION:

Vice Chair Dr. Stewart moved and Commissioner Schuelke seconded, to Find the Mid-Cycle Update to the Capital Improvement Program (CIP) projects for FY 2025-2029 is not a "project" under the California Environmental Quality Act pursuant to section 15601 (b)(3) and 15378(b)(4); and Adopt Resolution 2025-11 finding that the proposed additional Mid-Cycle Update to the Capital Improvement Program (CIP) projects for FY 2025-2029 are in conformance with the City of Oxnard 2030 General Plan and relevant Coastal Land Use Plan policies pursuant to Section 65401 of the Government Code.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

2. **Project Name: Albany Apartments** - Planning and Zoning Permit No. 24-500-03 (Special Use Permit), 24-300-03 (Tentative Parcel Map) & 24-535-01 (Density Bonus); Property located at 2929- 2931 Albany Drive (APNs 221-0-061-195 & 221-0-061-035) - A request to partially demolish classroom buildings totalling 7,977 square feet. The project site construction includes reuse of an existing class room building (5,500 square feet) and new construction of two new buildings totaling 36,618 square feet to allow for a 20-unit, 42,204 square feet apartment complex with ten 2-bedroom and ten 3-bedroom units. The project also includes a Tentative Parcel Map merging three existing lots into one lot and vacating and relocation of an alleyway. The project also includes the ministerial approval of a Density Bonus Permit to allow the reduction to the setbacks and parking. The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15315 & 15332 (Class 15, Minor Land Division & Class 32, In-Fill Development Projects) of the CEQA Guidelines. Filed by designated agent Andrew Althaus, 3 Sixty Architecture & Design, 31368 Via Colinas, Suite 105, Westlake Village, CA 91362, on behalf of the property owner Albany Apartments of Oxnard LLC, James Allen, P.O. Box 1003, Thousand Oaks, CA 91358.

City Staff: Juan Carlos Torres, Associate Planner

Recommendation: That the Planning Commission:

1. Find the Project to be Exempt from the California Environmental Quality Act (CEQA), pursuant to Sections 15315 and 15332 (Minor Land Division & In-fill Development

Projects) of the CEQA Guidelines; and

2. Adopt Resolution 2025-13 recommending that the City Council approve Planning and Zoning Permit No. 24-300-03 (Tentative Parcel Map and vacating and relocation of alley) subject to certain findings and conditions.
3. Adopt Resolution 2025-12 approving Planning and Zoning Permit No. 24-500-03 (Special Use Permit) and Planning and Zoning Permit No. 24-535-01 (Density Bonus), 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/CGxymDOb68E>

Juan Carlos Torres, Associate Planner, gave a brief description of the project, and addressed the questions submitted by the planning commissioners. Updates to the conditions were noted by Juan Carlos Torres.

James Allen, applicant, was present to give a brief presentation.

Chair Arruejo asked questions regarding the ability to add or modify conditions, made comments about the noise study and asked questions relating to the wall and barriers, proximity to railroad and street noise. Chair Arruejo asked clarifying questions about density bonus law and noted past discussions asking for a higher affordability percentage. Vice Chair Dr. Stewart asked about noise since a railroad is nearby. Commissioner Dr. Lopez asked about the type of affordable units. The applicant and city staff provided responses to the commissioner's 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 noting concerns regarding proximity to the railroads due to noise, need for and importance of housing, and adaptive reuse.

MAIN MOTION:

Commissioner Dr. Lopez moved and Vice Chair Dr. Stewart seconded, to find the Project to be Exempt from the California Environmental Quality Act (CEQA), pursuant to Sections 15315 and 15332 (Minor Land Division &

In-fill Development Projects) of the CEQA Guidelines; and adopt Resolution 2025-13 recommending that the City Council approve Planning and Zoning Permit No. 24-300-03 (Tentative Parcel Map and vacating and relocation of alley) subject to certain findings and conditions, and adopt Resolution 2025-12 approving Planning and Zoning Permit No. 24-500-03 (Special Use Permit) and Planning and Zoning Permit No. 24-535-01 (Density Bonus), subject to certain findings and conditions with the inclusion of the following edits:

Condition numbers 174 of Resolution 2025-12 and 21 of Resolution 2025-13 shall be edited as follows:

Developer shall process the Parcel Map PZ 24-300-03 concurrent with the required building and site improvement permits for Planning and Zoning Permit No 24-500-03. The City will not process the Parcel Map for recordation until the site and building improvement plans for the apartment complex associated with PZ 24-500-03 are approved or ready for permit issuance, unless approved otherwise by the City Engineer. Site improvement permit issuance for the project site shall occur concurrently with the Parcel Map recordation. (DS)

AMENDED MOTION:

Chair Arruejo moved and Vice Chair Dr. Stewart seconded a motion to amend the Main Motion to include a requirement in the project conditions to have vegetation cover the sound wall and include a noise impact disclosure to future tenants

AMENDED MOTION VOTE:

Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

MAIN MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

3. **Project Name: Sturgis Business Park Tentative Parcel Map - Planning and Zoning Permit No. 24-500-04 (Special Use Permit) and 24-300-02 (Tentative Parcel Map);** Property located at 2360, 2362, & 2364 Sturgis Road (APN: 216-0-194-215) - A request to

subdivide an existing industrial developed property of approximately 3.215-acre lot for condominium purposes. The Tentative Subdivision Map would subdivide the existing site and current buildings to create one lot for common area (containing parking, driveways, landscaping and pedestrian pathways) and 22 lots matching the buildings for industrial condominiums. The project would also include minor site improvements including relocation of compact parking spaces within the site and replacement of the existing sidewalk and driveway approach along Sturgis Road to comply with the Americans with Disability Act (ADA) requirements. The project is exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301(k) (Existing Facilities) of the CEQA Guidelines. Filed by designated agent Scott Uhles, Delane Engineering, Inc., 2812 Santa Monica Boulevard, Suite 206, Santa Monica, CA 90404, on behalf of the property owner, James Leff, LT Sturgis LLC, 29601 Agoura Road, Calabasas, CA 91303.

City Staff: Juan Carlos Torres, Associate Planner

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 15301(k) (Existing Facilities); and
2. Adopt Resolution 2025-14 recommending that the City Council approve Planning and Zoning Permit No. 24-300-02 for a Tentative Subdivision Map (Tentative Parcel Map No. 24-300-02), subject to certain findings and conditions; and,
3. Adopt Resolution 2025-15 approving Planning and Zoning Permit No. 24-500-04 for a 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/9QpREZZjDj8>

Juan Carlos Torres, Associate Planner, gave a brief description of the project, and addressed the questions submitted by the planning commissioners.

Scott Uhles, applicant, was present to give a brief presentation.

No questions were received from the Commission.

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 Scheulke moved and Commissioner 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 15301(k) (Existing Facilities) and Adopt Resolution 2025-14 recommending that the City Council approve Planning and Zoning Permit No. 24-300-02 for a Tentative Subdivision Map (Tentative Parcel Map No. 24-300-02), subject to certain findings and conditions and Adopt Resolution 2025-15 approving Planning and Zoning Permit No. 24-500-04 for a Special Use Permit, subject to certain findings and conditions.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

4. **Project Name: Pantoja Trucking Facility;** Planning and Zoning Permit No. 24-500-05 (Special Use Permit); Property located at 210 and 320 East Hueneme Road (APNs 231-0-092-260, -270, and -280) - The applicant requests a Special Use Permit to authorize the construction of a 0.77 acre truck parking area, perimeter fencing with landscaping, drainage improvements, and restore a portion of the westernmost lot to vacant undeveloped land on a 4.76 acre developed site within the Light Manufacturing, Planned Development (M-1-PD) zone. The request includes certification of the proposed Final Initial Study/Mitigated Negative Declaration and adoption of the Mitigation Monitoring and Reporting Program which has been prepared pursuant to provisions of the California Environmental Quality Act. Filed by Wade Lewis, Robert William Company, on behalf of property owners Jesus A. Pantoja and Rebecca O. Pantoja, Pantoja Truckline, Incorporated, 320 East Hueneme Road, Oxnard, California 93033.

City Staff: Jay Dobrowalski, Planning Supervisor

Recommendation: That the Planning Commission:

1. Adopt a Resolution adopting Final Initial Study/ Mitigated Negative Declaration (IS/MND) No. 25-01; and
2. Adopt Resolution No. 2025-16 approving Planning and Zoning Permit No. 24-500-05

(Special Use Permit), subject to certain findings and conditions.

Jay Dobrowalski, Planning Supervisor, gave a brief description of the project, and addressed the questions submitted by the planning commissioners.

<https://youtu.be/RgvrCGu8hNw>

Jay Dobrowalski, Planning Supervisor and Tai Chau, Assistant Director, responded to questions that were submitted to staff prior to the meeting. He also addressed the public comment letter that was submitted prior to the meeting.

Christine Pantoja, applicant, was present to give a brief presentation.

Commissioner Schuelke asked if limitations can be set for trucks to be idling considering the lot is across the street from several homes. Chair Arruejo commented on the applicants Code Compliance cases noting the conditions of approval and how they will uphold those conditions of approval. Engineer, Bill Lindsey, commented on the code compliance violations giving explanations.

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

There was one public speaker via zoom who suggested third party monitoring be enforced for the well being of families living in the neighborhood adjacent to the business.

Bill Lindsey also commented mentioning the standards for idling are already placed on trucking businesses and to take that into consideration.

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

Discussion ensued among the Commissioners regarding bringing the site into conformity, desire for limitations on truck idling, concerns regarding past unpermitted operation.

MAIN MOTION:

Commissioner Scheulke moved and Commissioner 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 15301(k) (Existing Facilities) and Adopt Resolution 2025-16 recommending that the City Council approve Planning and Zoning Permit No. 24-300-02 for a Tentative Subdivision Map (Tentative Parcel Map No. 24-300-02), subject to certain findings and conditions and Adopt Resolution 2025-16 approving Planning and Zoning Permit No. 24-500-04 for a Special Use Permit, subject to certain findings and conditions, with edit to

include a condition to restrict truck idling to no more than five (5) minutes.

AMENDED MOTION:

Chair Arruejo moved and Vice Chair Dr. Stewart seconded a motion to amend the Main Motion to include a requirement for annual compliance monitoring reports to be submitted for the first five (5) years of operation.

AMENDED MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

MAIN MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Dr. Lopez, and Schuelke, voted in favor. Commissioner Nash was absent. The motion carried 4:0:1:0:0.

F. STUDY SESSION/REPORTS

1. None

G. PLANNING COMMISSION BUSINESS

1. Vice Chair Dr. Stewart promoted Juneteenth hosted by the City of Oxnard.
2. Commissioner Schuelke thanked Chair Arruejo for his expertise of Robert's Rules.
3. Commissioner Dr. Lopez sent his condolences to the family of the former Mayor.
4. Chair Arruejo noted the event for the Filipino Flag raising. He commented on his hopes for Mayor McArthur and Councilman Starr to make their nominations for incoming Planning Commissioners. Chair also noted he would be unable to attend the June 19th meeting.

H. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson, Planning & Environmental Services Manager, indicated that due to lack of agenda items for the upcoming May 15th meeting, said meeting will be canceled.

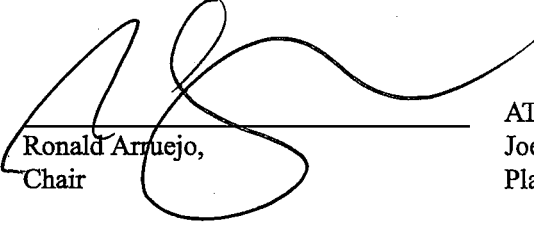
2. In addition, Mr. Pearson mentioned that the Planning Commission item regarding the stipend would be moving forward to the June 26th meeting.

I. ADJOURNMENT

1. At 8:03 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, June 19, 2025 6:00 p.m., Oxnard Chambers



Ronald Arruejo,
Chair

ATTEST
Joe Pearson II, AICP
Planning & Environmental Services Manager