

**March 19, 2020
Planning Commission
Packet**

Agenda

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING

Council Chambers, 305 West Third Street
Thursday, March 19, 2020, 6:00 p.m.

A. ROLL CALL

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

C. PUBLIC 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. APPROVAL OF MINUTES – February 20, 2020

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

F. PUBLIC HEARING

1. **Project Name: Palms Medical Plaza Subdivision** – PLANNING AND ZONING PERMIT NOs. 19-300-02 (Parcel Map Waiver) and 19-520-02 (Minor Special Use Permit). A request to create thirteen commercial condominiums within the building envelope of an existing 28,000 square-foot office building. The building is located on a 2.3-acre site located at 1901 Outlet Center Drive (APN 213-0-090-125) within the Business & Research Park (BRP) zone. No additional square footage is proposed and no improvements are required. Filed by Lisa Woodburn, Jensen Design & Survey, Inc., 1672 Donlon Street, Ventura, CA 93003.

Project Planner: Paul McClaren

Recommendation:

That the Planning Commission approve the Project, as submitted, finding the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15315 (Minor Land Divisions), and Adopt Resolution 2020-XX for Planning and Zoning Permit Nos. 19-300-02 (Parcel Map Waiver) and 19-520-02 (Minor Special Use Permit), subject to certain findings and conditions.

G. STUDY SESSION/REPORTS

H. PLANNING COMMISSION BUSINESS

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.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

J. ADJOURNMENT

FUTURE MEETINGS

Thursday, April 2, 2020, 6:00 p.m., City 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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**March 19, 2020
Planning Commission
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Draft Minutes

MINUTES
OXNARD PLANNING COMMISSION
REGULAR MEETING
February 20, 2020
DRAFT

A. ROLL CALL

1. At 6:03 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers.
2. Chair Frank, Vice Chair Sanchez, Commissioners Chua and Meyer were present. Commissioners Chavez, Dozier and Fuhring were absent.
3. Staff members present were: Scott Kolwitz, Planning & Environmental Services Manager; Jose Coyotl, Associate Planner; Veronica Ortiz DeAnda, Contract Planner; Scott Swenson, Alcohol Compliance Specialist; Ken Rozell, Chief Assistant City Attorney; Michelle Travis, Recording Secretary.
4. Chair Frank presided and called the meeting to order.

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

1. Commissioner Chua led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - February 6, 2020

MOTION: Chair Frank moved and Commissioner Chua seconded a motion to approve the minutes of February 6, 2020, as submitted.

VOTE: Chair Frank, Vice Chair Sanchez, Commissioners Chua and Meyer, voted in favor. The motion carried 4:0:3:0:0¹

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. The Planning Commissioners did not have any ex parte communications to report for Items F-1 and F-2.

¹ In Favor: Against: Absent: Abstain: Recused

F. PUBLIC HEARING

1. **Project Name: Boxstein Triplex** – PLANNING AND ZONING PERMIT NO. 19-510-06 (Coastal Development Permit) A request to construct an 8,371 square-foot three-story residential triplex building with a roof deck on an 8,016 square-foot undeveloped lot. Each dwelling unit will have a two-car garage, one guest parking space and will be one story ranging in size from 959 square feet to 2,880 square feet. The project is located at 5231 Neptune Square (APN: 191-0-095-025) within the Coastal Medium Density Multiple Family (R-3-C) zone. Filed by Rick Moraga, designated agent (the “Applicant”) for David Boxstein, 327 North Alta Vista, Los Angeles, CA 9036, the property owner.

Project Planner: Veronica Ortiz DeAnda, Contract Planner

Recommendation:

That the Planning Commission approve the Project, as submitted, finding the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction or Conversion of Small Structures), and adopt Resolution 2020-05 for Planning and Zoning Permit No. 19-510-06 (Coastal Development Permit), subject to certain findings and conditions.

The Planning Commissioners did not have any ex parte communications to report for Item F-1.

Contract Planner, Veronica Ortiz DeAnda, provided a PowerPoint presentation outlining the request.

The applicant, Rick Moraga of R.G.M Architecture and Planning (on behalf of David Boxstein, the property owner), was available for questions, but he did not provide a PowerPoint presentation.

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

No public verbal comments were received in support or against Item F-1.

No public written comments were received in support of or against Item F-1.

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

Discussion ensued among the Commissioners and staff.

MOTION: Chair Frank moved and Vice Chair Sanchez seconded a motion to adopt a resolution approving the **Boxstein Triplex** PZ No. 18-400-06 (Coastal Development Permit) with the following edits to Resolution number 2020-05:

1. Planning Condition of Approval number 9 shall read as:
 - a. “Developer shall provide off-street parking for the Project, including the number of spaces, stall size,

paving, striping, location, and access, as required by the City Code. Prior to plans being submitted to Plan Check, the applicant shall modify the plans for parking back-up distance to be compliant with the Oxnard City Codes and turning movements to be consistent with City standards.”

VOTE: Chair Frank, Vice Chair Sanchez, and Commissioners Chua and Meyer voted in favor. The motion carried 4:0:3:0:0².

2. **Project Name: Oakmont at Riverpark Alcohol License – PLANNING AND ZONING PERMIT NO 19-510-04 (Special Use Permit - Alcohol)** A request to allow the sale of beer and wine for on-site consumption (Alcohol and Beverage Control License Type 63 - On Sale Special Beer and Wine Hospital) at a proposed 88,446 square-foot senior care facility (Oakmont of Riverpark), located at 901 Town Center Drive (APNs: 132-0-470-025 & 132-0-470-015) within the Riverpark Specific Plan, Planning District C: West Corridor Commercial zone. Alcohol service will take place within the private senior care facility in the community lounge, outdoor courtyard and residential units. The proposed hours of operation are 4:00 PM to 10:00 PM daily. Filed by James M. Lawson (“Applicant”), 901 Town Center Drive, Oxnard California 93036, on behalf of the property owner.

Project Planner: Jose Coyotl, Associate Planner

Recommendation:

That the Planning Commission approve the Project, as submitted, finding the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities), and Approve Resolution 2020-06 for Planning and Zoning Permit No. 19-510-04 (Special Use Permit - Alcohol), subject to certain findings and conditions.

The Planning Commissioners did not have any ex parte communications to report for Item F-2.

Associate Planner, Jose Coyotl, provided a PowerPoint presentation outlining the request.

The applicant, James Lawson of Oakmont Senior Living (on behalf of the property owner), was available for questions, but he did not provide a PowerPoint presentation.

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

Public verbal comments were received against the project from the following person: Pat Brown (Oxnard).

No public written comments were received in support of or against Item F-2.

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

² In Favor: Against: Absent: Abstain: Recused

Discussion ensued among the Commissioners and staff.

MOTION: Commissioner Chua moved and Chair Frank seconded a motion to adopt a resolution approving the **Oakmont at Riverpark Alcohol License** PZ No. 19-510-04 (Special Use Permit - Alcohol) with the following edits to Resolution number 2020-06:

1. Universally edit alcohol service hours from 4:00 PM through 10:00 PM to 7:00 AM through 1:00 AM
2. Condition number 36 shall be edited to remove subsections g and h as follows:

Permittee shall install a video surveillance system that shall be maintained at a reasonable industry standard and shall be operated 24-hours a day to monitor, at a minimum, the entrances and exits, any centralized point of sale and areas immediately surrounding the exterior of the business. The specifics of the camera system, and any upgrades to the system, shall be developed by the applicant in consultation with and approved by the Oxnard Police Department. Any video system installed to meet the requirement of these conditions shall meet the minimum standards listed below:

- a. Cameras and supporting equipment shall supply high definition digital color images under normal lighting conditions. Grayscale images are required for infra-red lighting.
- b. Cameras shall be made by a reputable manufacturer and maintained to current industry standards.
- c. Cameras shall have sufficient low light capture ability to clearly monitor persons conducting transactions.
- d. The video system shall utilize a Digital Video Recorder (DVR). VHS and other formats are prohibited.
- e. The video system shall allow recording, live viewing and playback of recorded video for a period of at least 30 days. The digital recording system shall perform all recording, viewing (local and remote), playback (local and remote) queries, and backup functions simultaneously, with no interruption of any other function.
- f. Recorded images shall bear a date and time stamp that cannot be altered.
- g. ~~At a minimum, one camera shall be dedicated to capturing head and upper body images of each person entering any public door to the business. the camera covering the east public door shall be mounted near the northeast corner of the lobby/public entry area and mounted between 7 and 8-feet above the floor. The camera dedicated to capturing images of persons entering the east public door shall be mounted about 7-feet above the floor near the northwest corner of the lobby/public dining area.~~

- ~~h. At a minimum, one camera shall be dedicated to capturing general activity in rear kitchen/food preparation area.~~
- ~~i. g.~~ During normal business hours, the licensee shall provide access to the digital recordings for any and all enforcement purposes as determined by the City of Oxnard.

VOTE: Chair Frank, Vice Chair Sanchez, and Commissioners Chua and Meyer voted in favor. The motion carried 4:0:3:0:0³.

G. STUDY SESSION/REPORTS

- 1. None

H. PLANNING COMMISSION BUSINESS

- 1. None

I. COMMUNITY DEVELOPMENT STAFF UPDATES

- 1. Scott Kolwitz, Planning & Environmental Services Manager announced:
 - i. On February 18, 2020, the City Council approved the second reading of the Rio Urbana Zone Change. It is now being forwarded to the Local Agency Formation Commission (LAFCo).
 - ii. On March 4 through March 6, 2020, Commissioners Chavez and Meyer will be attending the League of California Cities Planning Commissioner Academy.
 - iii. The Planning Commission meeting for March 5, 2020 has been cancelled.
 - iv. The next Planning Commission meeting will be March 19, 2020 in City Council Chambers.

J. ADJOURNMENT

- 1. At 7:15 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Thursday, March 19, 2020, 6:00 p.m., City Council Chambers

Deirdre Frank,
Chair

ATTEST _____
Scott Kolwitz,
Planning & Environmental Services Manager

³ In Favor: Against: Absent: Abstain: Recused

March 19, 2020
Planning Commission
Packet

PZ 19-300-02, 19-520-02
Staff Report



**PLANNING COMMISSION
STAFF REPORT**

TO: Planning Commission

FROM: Paul McClaren, Associate Planner

DATE: March 19, 2020

SUBJECT: Project Name: Palms Medical Plaza Subdivision; Planning and Zoning Permit No. 19-300-02 (Tentative Parcel Map for a Parcel Map Waiver) and 19-520-02 (Minor Special Use Permit), located at 1901 Outlet Center Drive (APN: 213-0-090-125).

- 1) **Recommendation:** That the Planning Commission approve Planning and Zoning Permit Nos. 19-300-02 for a Parcel Map Waiver and 19-520-02 for a Minor Special Use Permit, subject to certain findings and conditions.
- 2) **Project Description and Applicant:** A request to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building. The building is located on a 2.3-acre site located at 1901 Outlet Center Drive (APN 213-0-090-125) within the Business & Research Park (BRP) zone. No additional square footage is proposed and no improvements are required. For the purposes of this staff report, the foregoing project description shall be referred to as “the Project.” Filed by Lisa Woodburn, Jensen Design & Survey, Inc., 1672 Donlon Street, Ventura, CA 93003.
- 3) **Existing & Surrounding Land Uses:** The project is not located within or adjacent to a General Plan designated neighborhood. The property is developed with an existing 31,826 square-foot, two-story multi-tenant office building.

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
Project Site	Business Research Park (BRP)	Business Research Park (BRP)	31,826 square-foot multi-tenant commercial office building
North	Business Research Park (BRP)	Business Research Park (BRP)	Vacant Lot
South	Business Research Park (BRP)	Business Research Park (BRP)	Office Building
East	Business Research Park (BRP)	Business Research Park (BRP)	7-Eleven and Meridian Office Park
West	Business Research Park (BRP)	Business Research Park (BRP)	Kaiser Permanente Hospital

4) **Background Information:** PZ 03-500-20 (Special Use Permit) was approved by the Planning Commission February 4, 2004, and allowed for the construction of the multi-tenant office building located at 1901 Outlet Center Drive. Building permits were issued in 2004, and a Certificate of Occupancy was issued in 2005. Through the Special Use Permit process, the site was evaluated for, and found to be consistent with, parking, ADA access, circulation, fire access, storm water control and other development requirements. The Special Use Permit was issued with conditions of approval, all of which were and are still being adhered to by the existing development and property owner.

5) **Environmental Determination:** In accordance with Section 15315 (Minor Land Divisions, Class 15) of the State CEQA Guidelines, projects consisting of “the division of property in urbanized areas zoned for commercial use into four or fewer parcels” may be found to be exempt from the requirements of the California Environmental Quality Act (CEQA). This proposal creates thirteen commercial condominiums within an existing building. No additional square footage is proposed and no improvements are required. The existing parcel and proposed airspace condominiums meet the required lot dimensions of the BRP zoning and are compatible with the General Plan. No variances or exceptions are required or requested, all services and access exist to the parcels per City standards, the average slope is less than 20 percent and the property has not been involved in a previous subdivision within the last two years. Therefore, staff has determined that there is no substantial evidence that the project will have a significant effect on the environment and recommends that the Planning Commission accept the Notice of Exemption (see Attachment C).

6) **Analysis:**

a) **General Discussion:** The subdivision of land requires the recordation of a parcel map when the request involves four or fewer parcels (or creation of commercial condominiums). In situations where all public services are available on-site and sufficient environmental protections are in place, Section 15-11(C) of the Oxnard City Code authorizes the Planning Commission to grant a parcel map waiver. A parcel map waiver simplifies the subdivision process in applicable situations such as with this request.

Once the Planning Commission approves the Tentative Parcel Map for a Parcel Map Waiver, the subdivider submits exhibits directly to the City Surveyor to assure that the map is technically correct. With the City Surveyor’s recommendation, the Development Services Director certifies compliance with the conditions set forth in the Planning Commission’s resolution by granting a Certificate of Approval for the Parcel Map Waiver. Both the Certificate and the Parcel Map Waiver are recorded with the Ventura County Recorder’s office.

Standard conditions of approval have been applied to include that all conditions of Planning and Zoning Permit 03-500-20 will remain in full force and effect.

- b) **General Plan Consistency:** The City's 2030 General Plan land use designation for the subject site is Business Research Park which allows professional, administrative, and research, uses integrated into campus-like environments that are oriented towards arterials, and developed to high property and development standards. The existing development and uses have not changed since the original approval and the subdivision has no effect on the uses allowed. No additional square footage is proposed and no improvements are required. Therefore, the project is in conformance with the General Plan land use designation for the property.
 - c) **Conformance with Zoning Development Standards:** The property as it exists was developed in compliance with the zoning and development standards in place when developed. No new development is proposed, and the changes proposed are internal tenant improvements that will not conflict with the zoning development standards but will create additional units within the existing development. Therefore, the project is in conformance with the Zoning designation for the property.
 - d) **Site Design:** The existing 31,826 square foot building is located in the center of the 2.3-acre lot. The lot provides 156 parking spaces, a 12' by 24' loading zone, and 5% of the parking lot is landscaped. There is also an appropriately sized trash enclosure, utility infrastructure, and the rest of the lot has 21% landscaping. The building will be split into thirteen commercial office spaces of various sizes, 5 on the first floor and 8 on the second floor. Covenants, Conditions and Restrictions, as well as a condominium plan will define common space, exclusive use common space and private space as well as responsibilities for maintenance and upkeep of the property.
 - e) **Circulation and Parking:** The site has one (1) direct access point to Outlet Center Drive / a approved private street that connects to Gonzales Road, a public right-of-way. Reciprocal access is provided to the property to the south, which has one (1) direct access point to East Gonzales Road / public right-of-way. The lot provides 156 parking spaces, a 12' by 24' loading zone. No modifications to site circulation or parking is proposed as a part of this project.
- 7) **Development Advisory Committee:** The proposed tentative parcel map and unit layout was forwarded to the Development Advisory Committee (DAC) for review. Due to the nature of the project, the DAC did not feel that the project needed to be reviewed before the full Committee, rather DAC members found any concerns could be addressed via conditions of approval. Each Department provided their project conditions which are included in the attached resolution.

- 8) Community Workshop and Public Input:** The project is not in a General Plan designated neighborhood. The project is approximately 500 feet from the nearest General Plan neighborhood (East Village) and the proposed project will not increase the intensity of the use, being a simple subdivision of an existing building for commercial condominium purposes. Due to these factors, it was determined that the project did not require a Community Workshop.
- 9) Appeal Procedure:** In accordance with Section 15-25 of the City Code, an appeal from the Planning Commission's action may be taken in the manner provided by Cal. Gov. Code Section 66452.5.

Attachments:

- A. Maps (Vicinity, Aerial, General Plan, Zoning, Radius)
- B. Reduced Project Plans
- C. Notice of Exemption
- D. Resolution

ATTACHMENT “A”

Maps (Vicinity, Aerial, General Plan, Zoning, Radius)

Vicinity Map



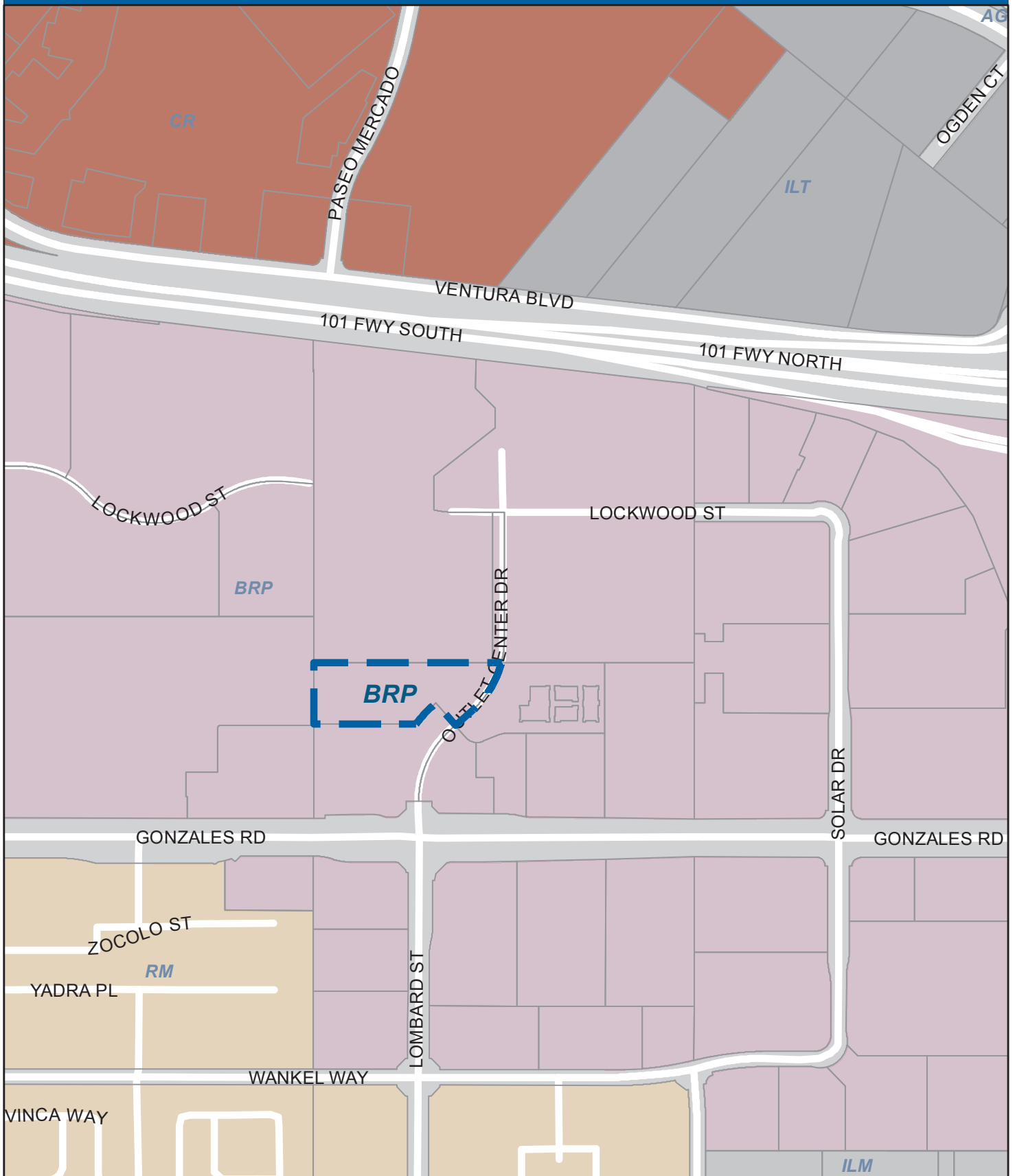
PZ 19-300-02
PZ 19-520-02

North
Pacific Ocean

Aerial Map



2030 General Plan Land Use Map



Oxnard Planning
March 3, 2020

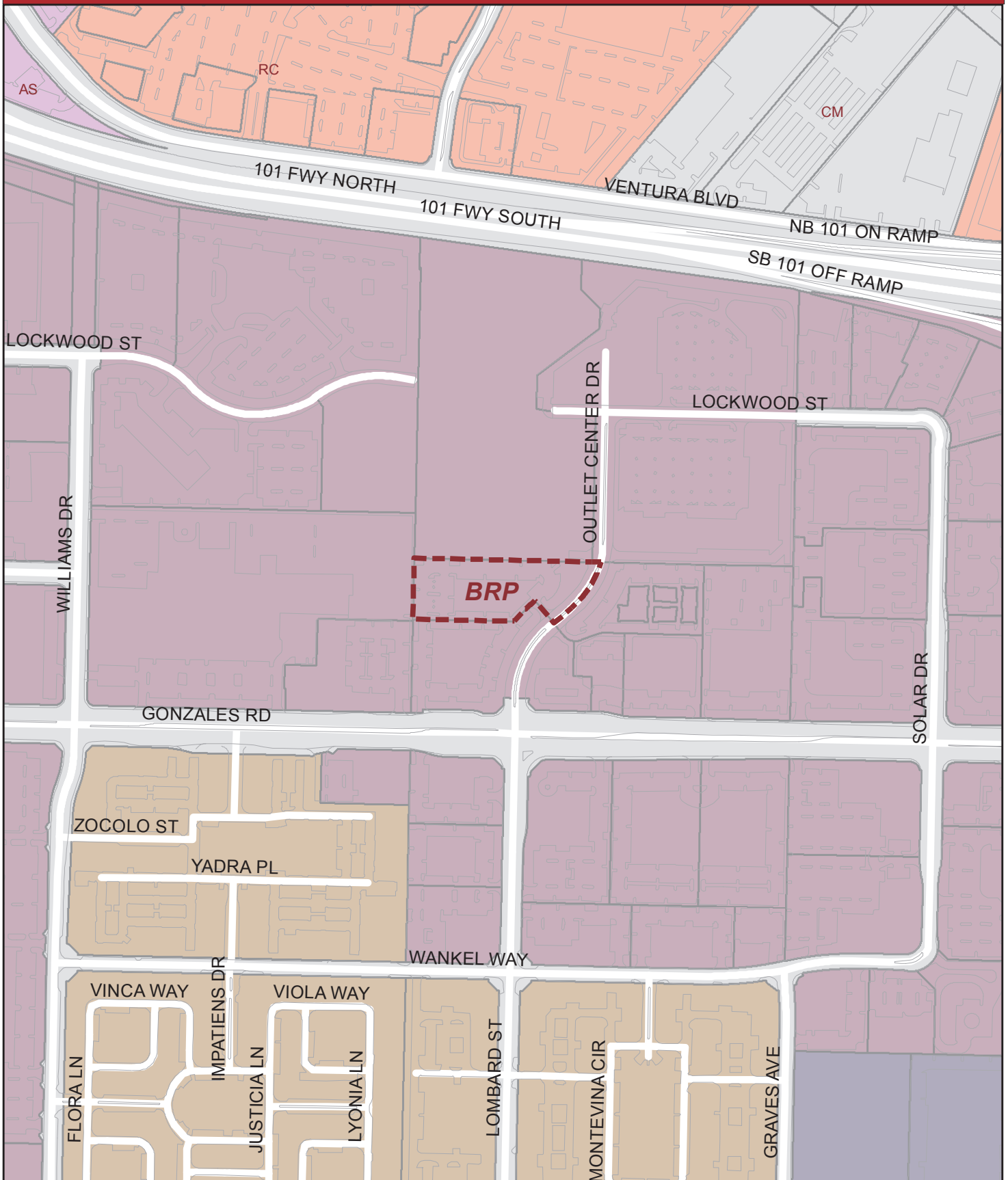
PZ 19-300-02, 19-520-02
Location: 1901 Outlet Center Dr
APN: 2130090125
Palms Medical Plaza
0 125 250 500 Feet

2030 General Plan Land Use Map



1:5,000

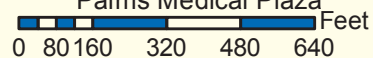
Zoning/Specific Plan Map



Oxnard Planning

March 3, 2020

PZ 19-300-02, 19-520-02
 Location: 1901 Outlet Center Dr
 APN: 2130090125
 Palms Medical Plaza

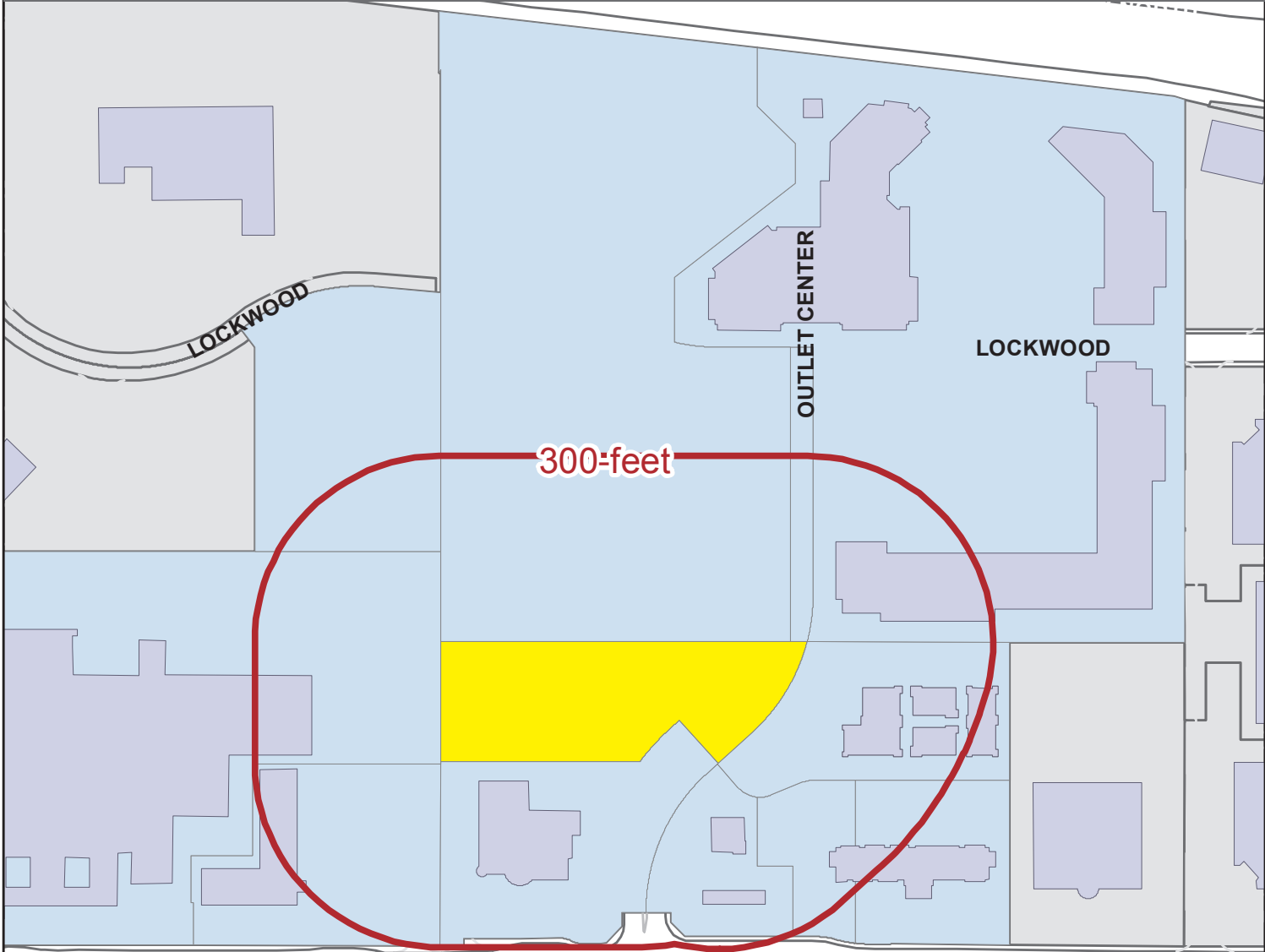


Zoning/Specific Plan Map



1:5,000

Radius Map



Legend

-  PZ 19-300-02, 19-520-02
-  Parcels within 300-feet

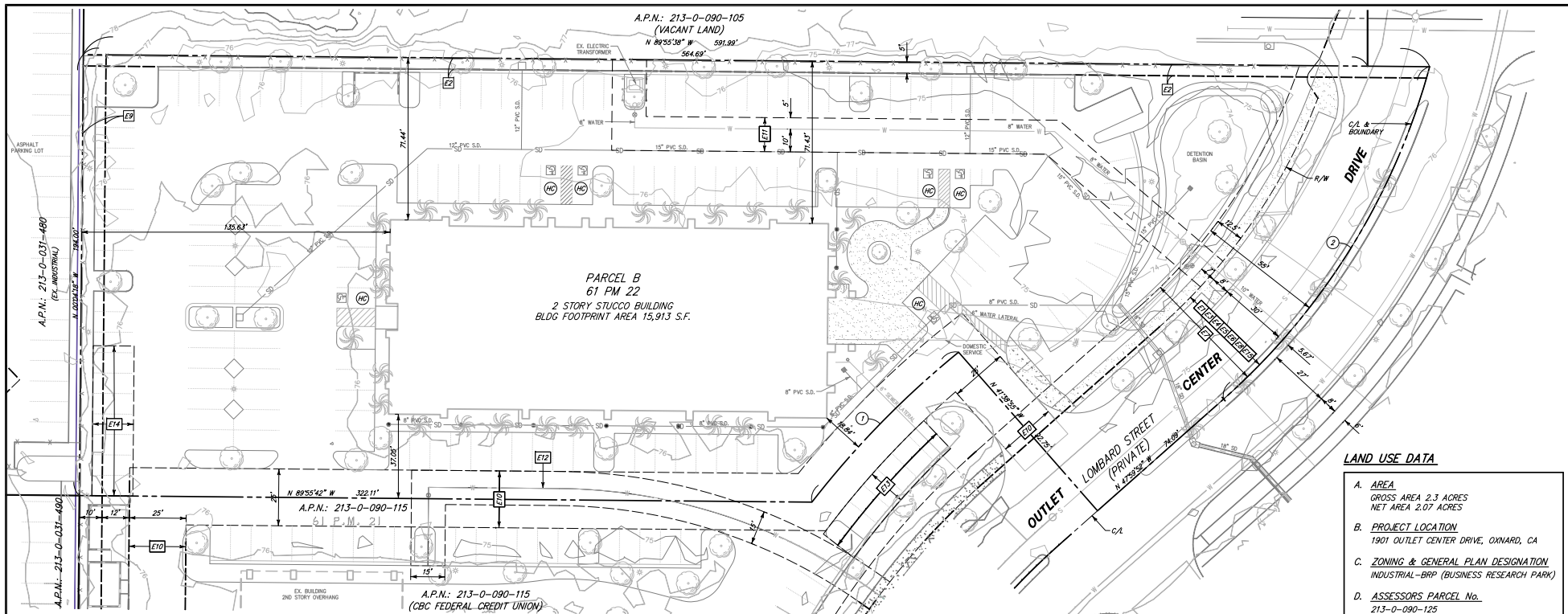
LOMBARD

WANKEL



ATTACHMENT “B”

Reduced Project Plans



LEGEND

EXISTING

- STORM DRAIN
- W. WATER
- S. SEWER
- G. GAS
- T. TELEPHONE
- W. WATER VALVE
- F. FIRE HYDRANT
- S. STREET LIGHT
- C. CONTOUR LINE
- S. STREET SIGN
- H. HANDICAP STALL

ABBREVIATIONS

- FS FINISH SURFACE
- FG FINISH GRADE
- INV INVERT
- TG TOP OF GRADE
- SW SIDEWALK
- EX EXISTING
- FL FLOW LINE

PUBLIC UTILITIES

ELECTRIC: SOUTHERN CALIFORNIA EDISON CO.
GAS: SOUTHERN CALIFORNIA GAS CO.
TELEPHONE: FRONTIER COMMUNICATIONS
CABLE TELEVISION: SPECTRUM
WATER: CITY OF OXNARD
SEWER: CITY OF OXNARD

GENERAL NOTE

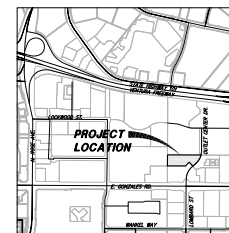
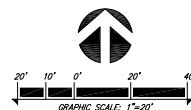
THIS BOUNDARY INFORMATION WAS PROVIDED BY TITLE REPORT #0511916 PREPARED BY FIRST AMERICAN TITLE COMPANY, DATED AUGUST 01, 2017.

THE TOPOGRAPHY WAS PREPARED FROM LIDAR PROVIDED BY THE COUNTY OF VENTURA, CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 5, 10' GRID.

NOTE:
ACCESS EASEMENT TO ALL GOVERNMENTAL AGENCIES PROVIDING FOR THE PUBLIC SAFETY, HEALTH AND WELFARE OVER E10.

EASEMENT SCHEDULE

- E1 EXISTING VARIABLE WIDTH EASEMENT TO G.I.E. CALIFORNIA INC. FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 94-077045 O.R.
- E2 5' WIDTH EASEMENT TO G.I.E. CALIFORNIA INCORPORATED FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 94-077045 O.R.
- E3 EXISTING VARIABLE WIDTH EASEMENT TO SOUTHERN CALIFORNIA EDISON FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 94-091383 O.R.
- E4 EXISTING VARIABLE WIDTH EASEMENT TO SOUTHERN CALIFORNIA GAS COMPANY FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 94-141644 O.R.
- E5 EXISTING EASEMENT TO OXNARD FACTORY OUTLET PARTNERS FOR INGRESS/EGRESS AND UTILITY AND INCIDENTAL PURPOSES PER 98-130050 O.R.
- E6 EXISTING VARIABLE WIDTH EASEMENT TO ZEPHYR DEVELOPMENT CORP. FOR INGRESS/EGRESS AND UTILITY AND INCIDENTAL PURPOSES PER 93-238961 O.R.
- E7 EXISTING EASEMENT TO SOUTHERN CALIFORNIA EDISON FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 2001-0231623 O.R.
- E8 EXISTING VARIABLE WIDTH EASEMENT TO CBC FEDERAL CREDIT UNION FOR INGRESS/EGRESS AND PUBLIC UTILITY AND INCIDENTAL PURPOSES PER 2001-0251572 O.R.
- E9 EXISTING 10' WIDE EASEMENT TO SOUTHERN CALIFORNIA EDISON FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES PER 4447 O.R. 418.
- E10 EXISTING 25' WIDE RECIPROCAL ACCESS EASEMENT PER BOOK 61, PAGES 21 AND 22 OF PARCEL MAPS.
- E11 EXISTING 15' WIDE EASEMENT TO THE CITY OF OXNARD FOR WATERLINE AND INCIDENTAL PURPOSES PER 2004-0185237 O.R.
- E12 CENTERLINE OF EXISTING 15' WIDE EASEMENT TO THE CITY OF OXNARD FOR WATERLINE AND INCIDENTAL PURPOSES PER BOOK 61, PAGES 21 AND 22 OF PARCEL MAPS.
- E13 EXISTING 18' X 66' PARKING EASEMENT TO ONTARIO GATEWAY BUSINESS CENTER PER 2004-0031730 & 2004-0031732 O.R.
- E14 EXISTING 18' X 66' PARKING EASEMENT TO CBC FEDERAL CREDIT UNION PER 2004-0031731 & 2004-0031733 O.R.
- E15 EXISTING VARIABLE WIDTH EASEMENT FOR PUBLIC ACCESS AND PUBLIC UTILITY AND INCIDENTAL PURPOSES PER BOOK 125, PAGE 44 OF TRACT MAPS.



VICINITY MAP
NOT TO SCALE

LAND USE DATA

- A. AREA
GROSS AREA 2.3 ACRES
NET AREA 2.07 ACRES
- B. PROJECT LOCATION
1901 OUTLET CENTER DRIVE, OXNARD, CA
- C. ZONING & GENERAL PLAN DESIGNATION
INDUSTRIAL-BRP (BUSINESS RESEARCH PARK)
- D. ASSESSORS PARCEL No.
213-0-090-125
- E. PROPERTY USE
GENERAL COMMERCIAL
- F. PARKING
144 REGULAR PARKING SPACES
6 HANDICAP SPACES
TOTAL: 150 PARKING SPACES
- G. FLOOD ZONE
FLOOD ZONE 'X' - AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN PER PANEL NO. 0611102910E DATED JANUARY 20, 2010.

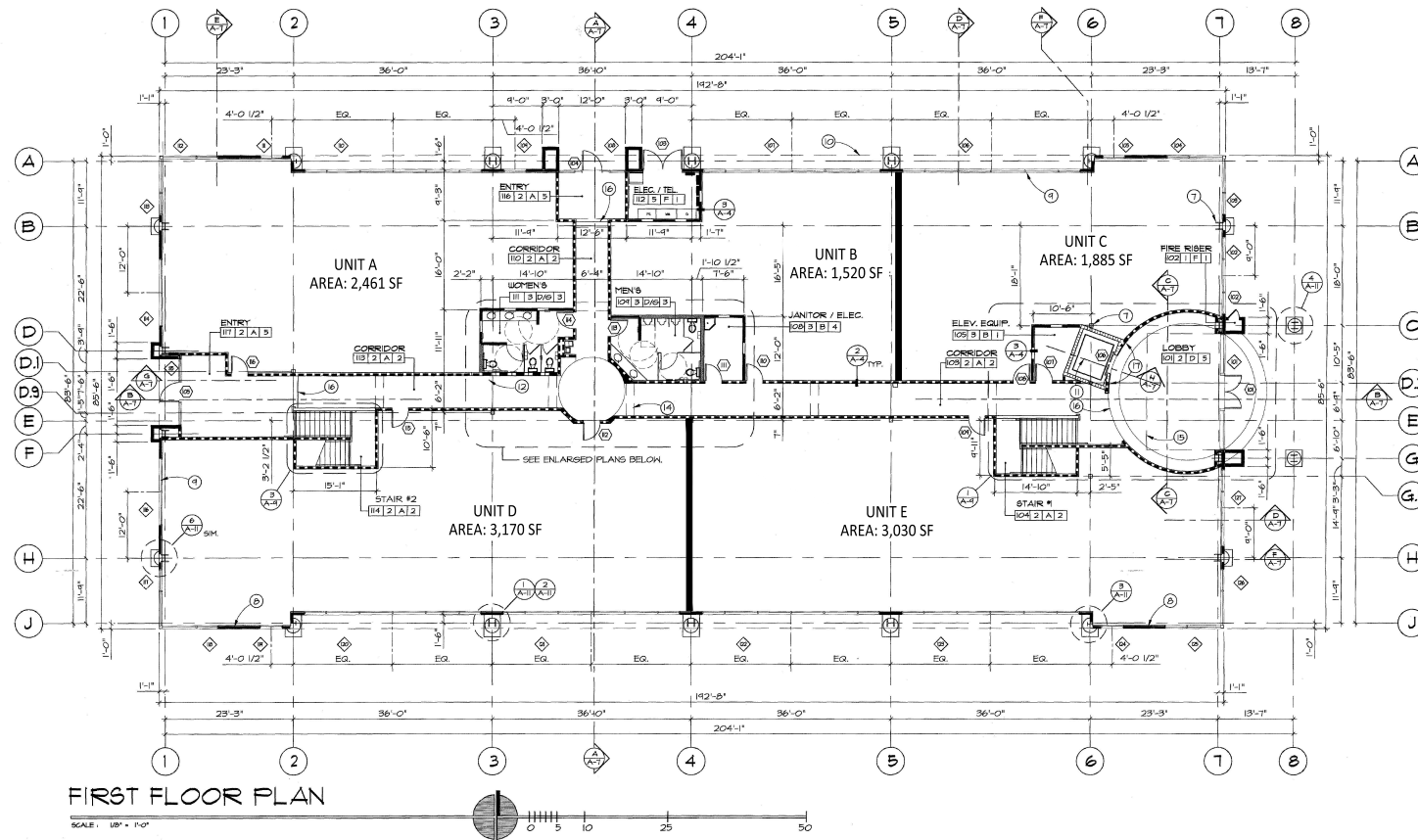
CURVE DATA (THIS SHEET ONLY)

	Δ	R	L	T
1	12°02'48"	406.00'	92.45'	46.43'
2	33°19'06"	300.00'	123.54'	62.96'

REVISION	DATE	SUBMITTER/OWNER:
		GABRIELLE FULLNER PALMS MEDICAL PLAZA, LP C/O EAGLE PROPERTY MANAGEMENT 5301 N. COMMERCE AVENUE, SUITE B MOORPARK, CA 93021 (805) 523-1234
		ENGINEER:
		JENSEN DESIGN & SURVEY, INC. www.jensendesign.com
		1872 DONLON STREET VENTURA, CALIF. 93003 PHONE 805/654-6977 FAX 805/654-6979

TENTATIVE PARCEL MAP 17- FOR CONDOMINIUM PURPOSES 1901 OUTLET CENTER DRIVE

CITY OF OXNARD	COUNTY OF VENTURA	STATE OF CALIFORNIA
PARCEL "B", IN THE CITY OF OXNARD, COUNTY OF VENTURA, AS SHOWN ON A MAP FILED IN BOOK 61, PAGES 21 AND 22 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.	SCALE: 1"=20'	J.N.: PAL04-5988
DATE: Aug 17, 2017	DWG. NAME: 5988-01-TM.dwg	



KEY NOTES

1. TOILET PARTITIONS, TYP. SEE SPEC'S.
2. 60" DIA ACCESSIBLE CIRCLE.
3. 30" X 48" ACCESSIBLE SPACE.
4. COUNTER MOUNTED SINKS.
5. URINAL.
6. SERVICE SINK SEE PLUMBING DNGS. PROVIDE 48" HIGH FRP HANDSCOT 24" MINIMUM BEYOND SINK.
7. STEEL COLUMN TYP. SEE STRUCTURAL DRAWINGS.
8. EXTERIOR HALLS, TYP. SEE STRUCTURAL DRAWINGS.
9. ALUMINUM STOREFRONT GLAZING SYSTEM SEE DOOR & WINDOW SCHEDULES ON SHEET A-10.
10. OUTLINE OF SOFFIT ABOVE.
11. ELEVATOR, SEE SPECIFICATIONS.
12. FIRE EXTINGUISHER IN SEMI-RECESSED CABINET, TYPE 2-A-10-B-C. MOUNT TOP OF CABINET AT 54" AFF. PROVIDE 5/8" TYPE 'X' GYP. BD. BACKING.
13. ACCESSIBLE DRINKING FOUNTAIN, SEE PLUMBING DRAWINGS.
14. INDICATES FRAMED ARCH ABOVE.
15. LINE OF FLOOR ABOVE.
16. LINE OF FLOOR MATERIAL CHANGE.
17. STONE VENEER AT ELEVATOR, SEE C/A-1.

GENERAL NOTES

- A. THE INTERIOR FACE OF FUTURE TENANT AREAS SHALL REMAIN UNINSULATED AND UNFINISHED UNDER THIS PERMIT.
- B. INSULATE ALL HALLS FULL HEIGHT AND THICKNESS. PROVIDE R-R FOR FACED BATTS AT EXTERIOR WALLS. PROVIDE MINIMUM R-8 UNFACED BATTS AT INTERIOR WALLS. R-R AT 6" STUD WALLS.
- C. PAINT ALL EXPOSED GYP. BD. SURFACES. TAPE AND SAND GYP. BD. IN CONCEALED AREAS.
- D. ALL DIMENSIONS TO INTERIOR STUD WALLS ARE TO CENTERLINE OF HALLS UNO.
- E. DOOR AND WINDOW DIMENSIONS ARE TO CENTERLINE OF OPENING. SET DOOR FRAMES 3" FROM ADJACENT WALLS, UNO.
- F. PROVIDE WATER RESISTANT GYP. BD. AT TOILET ROOMS AND JANITOR CLOSETS.
- G. SEE PLUMBING DNGS FOR TOILET ROOM FLOOR DRAIN LOCATIONS.

NOTE:

INFORMATION SHOWN HEREON, SUCH AS ASSessor'S PARCEL LINES & NUMBERS ARE PROVIDED BY THE COUNTY OF VENTURA GEOGRAPHIC INFORMATION SYSTEMS AND IS NOT BASED ON A FIELD SURVEY. ADDITIONAL EASEMENTS OF RECORD NOT SHOWN ON THIS MAP MAY EXIST AS A TITLE REPORT WAS NOT PROVIDED FOR THIS PROJECT. THIS DATA IS FOR CONCEPTUAL AND VISUAL PURPOSES ONLY AND IS NOT TO BE USED FOR MAPPING AND/OR FINAL DESIGN.

	1672 DONALD STREET VENTURA, CALIF. 93003 PHONE 805/654-8977 FAX 805/654-8979
	SCALE: 1"=10' DATE: 8/16/2019 DWG. NAME: 5988 UNIT PLAN.dwg

UNIT PLAN FOR PALMS MEDICAL PLAZA

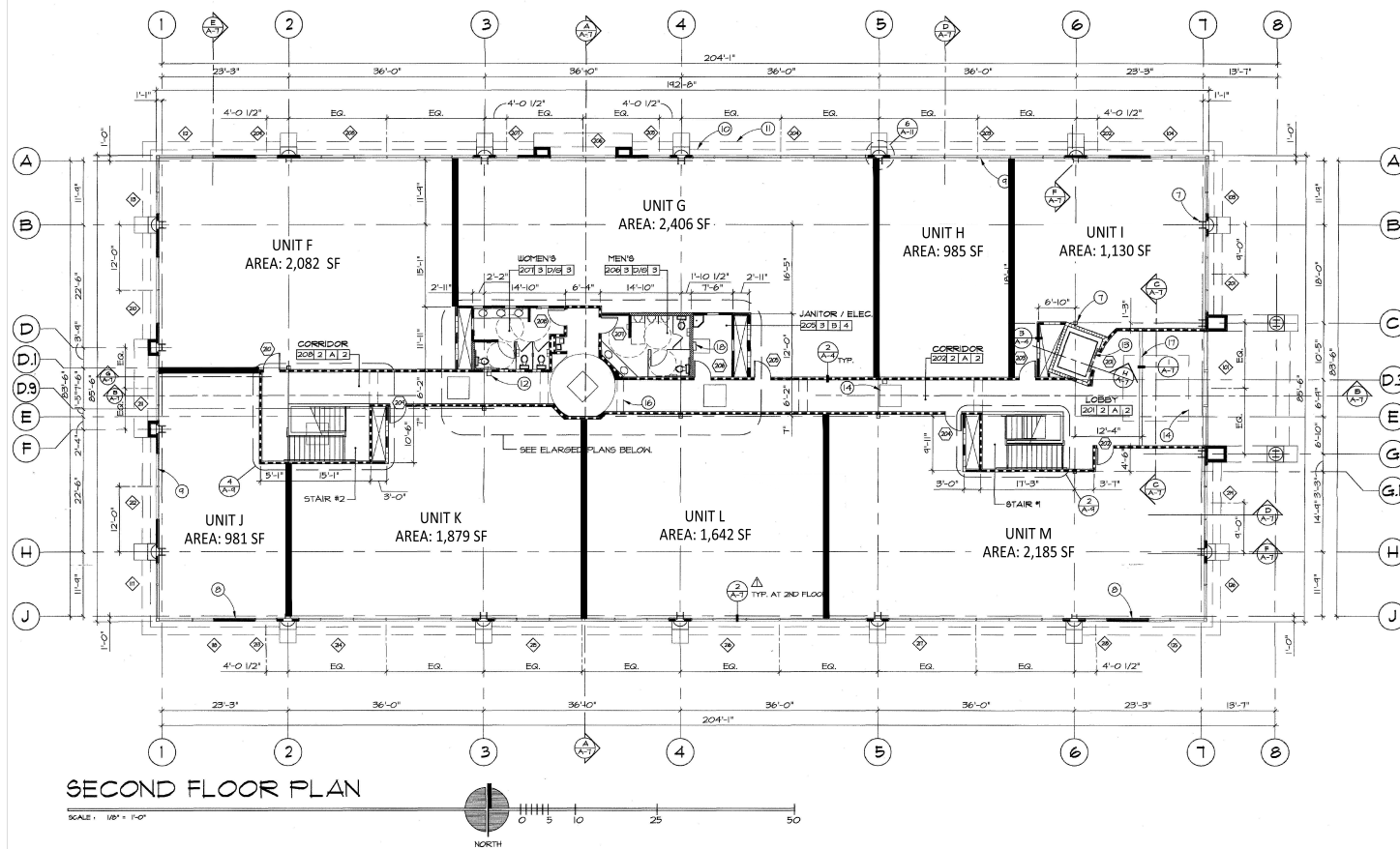
1901 Outlet Center Drive
City of Oxnard

COUNTY OF VENTURA STATE OF CALIFORNIA

SHEET

1

OF 2



KEY NOTES

1. TOILET PARTITIONS, TYP. SEE SPECS.
2. 60" DIA ACCESSIBLE CIRCLE.
3. 30" X 48" ACCESSIBLE SPACE.
4. COUNTER MOUNTED SINKS.
5. URINAL.
6. SERVICE SINK, SEE PLUMBING DWGS. PROVIDE 48" HIGH FHP HANDCOT. 24" MINIMUM BEYOND SINK.
7. STEEL COLUMN, TYP. SEE STRUCTURAL DRAWINGS.
8. EXTERIOR HALLS, TYP. SEE STRUCTURAL DRAWINGS.
9. ALUMINUM STOREFRONT GLAZING SYSTEM SEE DOOR & WINDOW SCHEDULES ON SHEET A-10.
10. OUTLINE OF ROOF ABOVE.
11. OUTLINE OF ROOF OVERHANG ABOVE.
12. FIRE EXTINGUISHER IN SEMI-RECESSED CABINET, TYPE 2-A10-B-C. MOUNT TOP OF CABINET AT 54" AFF. PROVIDE 5/8" TYPE 'X' 6" TYP. BD. BACKING.
13. ELEVATOR, SEE SPECIFICATIONS.
14. OUTLINE OF SKYLIGHT ABOVE.
15. ACCESSIBLE DRINKING FOUNTAIN, SEE PLUMBING DRAWINGS.
16. INDICATES FRAMED ARCH ABOVE.
17. 42" HIGH GLASS GUARDRAIL.
18. ROOF ACCESS LADDER, SEE DET. 1/A-6.

GENERAL NOTES

1. SEE GENERAL NOTES ON SHEET A-2.

NOTE:

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	1672 DONLON STREET VENTURA, CALIF. 93003 PHONE 805/654-8977 FAX 805/654-8979
	JLN: PAL04.5598 DATE: 8/16/2019 DWG. NAME: 5988 UNIT PLAN.dwg

UNIT PLAN FOR PALMS MEDICAL PLAZA

1901 Outlet Center Drive
City of Oxnard

COUNTY OF VENTURA STATE OF CALIFORNIA

SHEET
2
OF 2

ATTACHMENT “C”

Notice of Exemption



NOTICE OF EXEMPTION

Project Description:

PZ Nos. 19-300-02 (Tentative Map for a Parcel Map Waiver) and 19-520-02 (Minor Special Use Permit). A request to create additional units within the building envelope of an existing 31,826 square-foot office building and subdivide the thirteen units into commercial condominiums. The building is located on a 2.3-acre site located at 1901 Outlet Center Drive (APN 213-0-090-125) within the Business & Research Park (BRP) zone. No additional square footage is proposed and no improvements are required. Filed by Lisa Woodburn, Jensen Design & Survey, Inc., 1672 Donlon Street, Ventura, CA 93003.

Finding:

The Planning Division of the Development Services Department of the City of Oxnard has reviewed the above proposed project and found it to be exempt from the provisions of the California Environmental Quality Act (CEQA).

- ☐ Ministerial Project
- ☒ Categorical Exemption
- ☐ Statutory Exemption
- ☐ Emergency Project
- ☐ Quick Disapproval [CEQA Guidelines, 14 Cal. Code of Regs. 15270]
- ☐ No Possibility of Significant Effect [CEQA Guidelines, 14 Cal. Code of Regs. 15061(b)(3)]

Supporting Reasons: In accordance with Section 15315 (Minor Land Divisions, Class 15) of the State CEQA Guidelines, projects consisting of “the division of property in urbanized areas zoned for commercial use into four or fewer parcels” may be found to be exempt from the requirements of the California Environmental Quality Act (CEQA). This proposal creates thirteen commercial condominiums within the building envelope of an existing two-story office building on a legal 2.3 acre lot. No additional square footage is proposed and no improvements are required. This subdivision meets the required lot dimensions of the BRP zoning and are compatible with the General Plan. No variances or exceptions are required or requested, all services and access exist to the parcels per City standards, the average slope is less than 20 percent and the property has not been involved in a previous subdivision within the last two years. Therefore, the Planning Commission has determined that there is no substantial evidence that the project will have a significant effect on the environment.

Date

Paul McClaren,
Associate Planner

ATTACHMENT “D”

Resolution

RESOLUTION NO. 2020-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING TENTATIVE PARCEL MAP FOR A PARCEL MAP WAIVER (PLANNING AND ZONING PERMIT NO. PZ 19-300-02) AND A MINOR SPECIAL USE PERMIT (PLANNING AND ZONING PERMIT NO. 19-520-02) TO CREATE THIRTEEN COMMERCIAL CONDOMINIUM UNITS WITHIN THE BUILDING ENVELOPE OF AN EXISTING 31,826 SQUARE-FOOT OFFICE BUILDING. THE BUILDING IS LOCATED ON A 2.3-ACRE SITE LOCATED AT 1901 OUTLET CENTER DRIVE (APN 213-0-090-125) WITHIN THE BUSINESS & RESEARCH PARK (BRP) ZONE. NO ADDITIONAL SQUARE FOOTAGE IS PROPOSED AND NO IMPROVEMENTS ARE REQUIRED. FILED BY LISA WOODBURN, JENSEN DESIGN & SURVEY, INC., 1672 DONLON STREET, VENTURA, CA 93003.

WHEREAS, the Palms Medical Plaza, LP owns a 2.3-acre parcel located at 1901 Outlet Center Drive (APN 213-0-090-125); and

WHEREAS, Lisa Woodburn of Jensen Design & Survey (the “**Applicant**”) on behalf of the Palms Medical Plaza, LP filed an entitlement application with the City of Oxnard on September 18, 2019, for a Tentative Map for a Parcel Map Waiver (PZ No. 19-300-02) and a Minor Special Use Permit (PZ No. 19-520-02); and

WHEREAS, on March 19, 2020, the Planning Commission of the City of Oxnard (“**Planning Commission**”) conducted a duly noticed public hearing where written and oral comments were received and reviewed to consider Applicant’s request to approve Planning and Zoning Permit No. 19-520-02 (Minor Special Use Permit), to create thirteen commercial condominium units within the existing building envelope of a 31,826 square-foot two-story office building on a 2.3 acre lot (the “**Project**”) in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, on March 19, 2020, the Planning Commission of the City of Oxnard conducted a duly noticed public hearing where written and oral comments were received and reviewed to consider Applicant’s request to approve Planning and Zoning Permit No. 19-300-02 (Tentative Parcel Map for a parcel map waiver) in accordance with Chapter 15 of the Oxnard City Code; and

WHEREAS, said tentative parcel map was referred to various public utility companies, City departments and the Development Advisory Committee members for recommendations; and

WHEREAS, the Planning Commission finds the Tentative Parcel Map conforms to the City's 2030 General Plan and elements thereof; and

WHEREAS, the Planning and Environmental Services Division has completed a preliminary environmental assessment of the Project in accordance with the California

Environmental Quality Act (CEQA) and determined that the Project is subject to a Class 15 “Minor Land Divisions” Categorical Exemption Guidelines exempts the project from the requirement for the preparation of environmental documents imposed by the California Environmental Quality Act. Further, the project does not trigger any of the Exceptions to the Exemptions (Section 15300.2) to defeat the Exemption:

- (a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located -- a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

The project site is located within the 2030 General Plan land use designation of Business Research Park (BRP) and Business Research Park (BRP) zone. The Project is surrounded by office, commercial and medical and development to the south, east and west, and a vacant lot to the north that could be developed with similar uses. The project site and adjacent sites do not contain any known environmental resource of hazardous or critical concern. Therefore, the project will have no impact on an environmental resource of hazardous or critical concern.

- (b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.

The proposed project is to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building and is consistent with the 2030 General Plan and the Oxnard City Code and is compatible with the physical scale and character of other commercial development in the project area. Any projects requiring discretionary approval would be analyzed with the 2030 General Plan and the Municipal Code for consistency and CEQA for any potential impacts. Therefore the project will have no significant cumulative impact.

- (c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

The proposed project is to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building, and it will not result in an unusual circumstance that would cause the project to have a significant effect on the environment. The project will not alter the office, commercial and medical character of the surrounding development, and the property does not contain any unusual environmental characteristics as the property is surrounded by office, commercial and medical and development to the south, east and west, and a vacant lot to the north that could be developed with

similar uses. Therefore, the project will not have a significant effect on the environment due to unusual circumstances.

- (d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements, which are required as mitigation by an adopted negative declaration or certified EIR.

The project is not located in or adjacent to a State designated scenic highway.

- (e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site, which is included on any list compiled pursuant to Section 65962.5 of the Government Code.

The proposed project site is not included on any list compiled pursuant to Section 65962.5 of the Government Code.

- (f) Historical Resources. A categorical exemption shall not be used for a project, which may cause a substantial adverse change in the significance of a historical resource.

The project site does not contain an existing or potential landmark, point of interest, or historic resource, and it is not located within an existing, proposed, or potential Historic District. Therefore, the proposed project will not cause a substantial adverse change in the significance of a historical resource.

WHEREAS, the Planning Commission finds that the applicant agrees with the necessity of and accepts all elements, requirements, and conditions of this resolution as being a reasonable manner of preserving, protecting, providing for, and fostering the health, safety, and welfare of the citizenry in general and the people who work, visit or live in this subdivision in particular.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF OXNARD:

SECTION 1. The Planning Commission, in accordance with Section 15315 (Minor Land Divisions, Class 15) of the State CEQA Guidelines, projects consisting of “the division of property in urbanized areas zoned for commercial use into four or fewer parcels” may be found to be exempt from the requirements of the California Environmental Quality Act (CEQA). The proposal creates thirteen commercial condominiums within an existing building. No additional square footage is proposed and no improvements are required. The existing parcel and proposed airspace condominiums meet the required lot dimensions of the BRP zoning and are compatible with the General Plan. No variances or exceptions are required or requested, all services and access exist to the parcels per City standards, the average slope is less than 20 percent and the property has not been involved in a previous subdivision within the last two years. Therefore, the

Planning Commission has determined that there is no substantial evidence that the project will have a significant effect on the environment.

SECTION 2. This proposal creates thirteen commercial condominiums on land consisting of a parcel having approved access to a public street or highway, which comprises part of a tract of land zoned for industrial development, and which has the approval of the governing body as to street alignments and widths and the subdivision is compatible with the General Plan.

SECTION 3. Based on the entire record before the Planning Commission and all written and oral evidence presented, including the Planning Commission Staff Report and all attachments thereto, the Planning Commission finds:

- (1) **The proposed use is in conformance with the City of Oxnard 2030 General Plan and the elements thereof and other adopted standards.**

The proposed use is located on property with a General Plan designation of Business Research Park, which allows professional, administrative, and research, uses integrated into campus-like environments that are oriented towards arterials, and developed to high property and development standards. The existing development and uses have not changed since the original approval and the subdivision has no effect on the uses allowed. No additional square footage is proposed and no improvements are required. Therefore, the project is in conformance with the General Plan land use designation for the property.

- (2) **The proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings or structures or to the public health, safety or general welfare.**

The proposed use is consistent with uses considered and permitted by the Business Research Park (BRP) zoning designation. The property as it exists was developed in compliance with the zoning and development standards in place when developed. No new development is proposed, and the changes proposed are internal tenant improvements that will not conflict with the zoning development standards nor be detrimental to adjacent uses, buildings, structures or public health, safety and general welfare.

- (3) **The site for the proposed use is adequate in size and shape to accommodate the setbacks, parking, landscaping, and other City standards except as may be specifically excepted by the special findings and conditions of this Resolution.**

The site was found to be physically suitable for the existing development by the Planning Commission on February 4, 2004, and the subdivision to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building has no net effect on the site.

- (4) **The site for the proposed use will be served by streets and highways adequate in width and structure to carry the kind and quantity of traffic such use will generate.**

The project site is currently served by streets that are adequate in width and structure to carry traffic for the existing use. The project is merely a subdivision of the existing use. Thus, the site for the proposed use will be served by adequate streets for the traffic generated by the proposed residential use.

- (5) **The site for the proposed use will be provided with adequate sewerage, water, fire protection and storm drainage facilities.**

The project site is currently served by streets that are adequate in width and structure to carry traffic for the existing use. The project is merely a subdivision of the existing use. Thus, the site for the proposed use will be served by adequate sewerage, water, fire protection and storm drainage facilities.

Consistent with California Government Code Section 66474, a legislative body of a city or county shall deny approval of a tentative map, or a parcel map for which a tentative map was not required, if it makes any of the following findings:

- (a) **That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451.**

The project's commercial office uses are consistent with the General Plan land use designation and zoning as discussed in Sections 6 (b) through and 6 (e), of the Planning Commission Staff Report. The Project, as designed and conditioned, meets all applicable development standards. Therefore, the project is in conformance with the 2030 General Plan and the elements thereof and other adopted standards.

- (b) **That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans.**

The design and improvements that were approved under PZ 03-500-20 furthered the intent of the General Plan to realize the potential of industrial development. The proposed development to subdivide the existing building into thirteen commercial condominiums is consistent with the 2030 General Plan, as discussed above in Finding 2a.

- (c) **That the site is not physically suitable for the type of development.**

The site was found to be physically suitable for the existing development by the Planning Commission on February 4, 2004, and the subdivision to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building has no net effect on the site.

- (d) **That the site is not physically suitable for the proposed density of development.**

The site was found to be physically suitable for the existing development by the Planning Commission on February 4, 2004, and the subdivision to create thirteen commercial condominium units within the building envelope of an existing 31,826 square-foot office building has no net effect on the site.

- (e) **That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.**

The Project would not cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat because no listed species are known or expected to occur at the project site and the project site is not considered to be conducive to important biological resources or their habitat. Additionally, the project site does not have any natural standing bodies of water, riparian habitat, or other sensitive natural communities. Federally protected wetland communities are not thought or known to exist on the site and the project site is not located within a Biological Resources Area which is known or thought to meet habitat needs for plants and animals or promote wildlife

- (f) **That the design of the subdivision or type of improvements is likely to cause serious public health problems.**

The design of the subdivision or improvements is unlikely to cause serious public health problems as the Project involves interior renovations to an existing building. The design of the subdivision is not likely to cause serious public health problems because it would utilize existing adequate public utilities, namely water and sewer.

- (g) **That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is hereby granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision.**

The design of the subdivision does not conflict with easements, acquired by the public-at-large, for access through or use of property within the subdivision

because, there is no new square footage proposed and all construction will occur within the existing building envelope. There is no need for new or additional easement(s) for the public-at-large.

The Planning Commission of the City of Oxnard finds that the proposed division of land complies with requirements established by the Subdivision Map Act and this chapter, including but not limited to requirements as to area, improvement and design, floodwater drainage control, appropriate improved public roads, sanitary disposal facilities, water supply availability and environmental protection, and hereby approves of the parcel map waiver and authorizes the Planning Director to review and sign the Certificate of Approval for Parcel Map Waiver, subject to the conditions incorporated into this Resolution.

SECTION 4. Based on the findings set forth herein, the Planning Commission hereby recommends the City Council approve Planning and Zoning Permit No. 19-300-02 Tentative Parcel Map for a Parcel Map Waiver and 19-520-02 Minor Special Use Permit, subject to the attached conditions of approval.

SECTION 5. The Secretary shall certify the adoption of this Resolution.

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

Note: The abbreviations below identify the City department or division responsible for determining compliance with these standard conditions. The first department or division listed has responsibility for compliance at plan check, the second during inspection and the third at final inspection, prior to issuance of a certificate of occupancy, or at a later date, as specified in the condition. If more than one department or division is listed, the first will check the plans or inspect the project before the second confirms compliance with the condition. The italicized code at the end of each condition provides internal information on the source of each condition: Some are standard permit conditions (e.g. *G-1*) while some are taken from environmental documents (e.g. *MND-S2*).

DEPARTMENTS AND DIVISIONS			
CA	City Attorney	PL	Planning Division
DS	Dev Services/Eng Dev/Inspectors	TR	Traffic Division
PD	Police Department	B	Building Plan Checker
SC	Source Control	FD	Fire Department
PK	Landscape Design	CE	Code Compliance

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, *G-1*).
2. This permit is granted for the plans dated March 19, 2020, (“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)

3. By commencing any activity related to the project or using any structure authorized by this permit, Developer accepts all of the conditions and obligations imposed by this permit and waives any challenge to the validity of the conditions and obligations stated therein. (CA, G-5)
4. Any covenants, conditions, and restrictions (CC&Rs) applicable to the project property shall be consistent with the terms of this permit and the City Code. If there is a conflict between the CC&Rs and the City Code or this permit, the City Code or this permit shall prevail. (CA, G-7)
5. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)
6. Developer shall provide off-street parking for the project, including the number of spaces, stall size, paving, striping, location, and access, as required by the City Code. (PL/B, G-9)
7. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. Except as provided in the sign permit, Developer may not change any signs on the project property. (PL/B, G-10)
8. Developer shall obtain a building permit for any new construction or modifications to structures, including interior modifications, authorized by this permit. (B, G-11)
9. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, G-12)
10. Developer shall not permit any materials classified as flammable, combustible, radioactive, carcinogenic or otherwise potentially hazardous to human health to be handled, stored or used on the project property, except as provided in a permit issued by the Fire Chief. (FD, G-13)
11. If Developer, owner or tenant fails to comply with any of the conditions of this permit, the Developer, owner or tenant shall be subject to a civil fine pursuant to the City Code. (CA, G-14)

12. Prior to issuance of building permits, Developer shall correct all violations of the City Code existing on the project property for which the Code Compliance Division has open cases. (PL, *G-15*).

LANDSCAPE STANDARD CONDITIONS

13. Developer shall properly maintain landscape planting and all irrigation systems as required by the City Code and as specified by this permit. Failure of Developer to do so may result in the revocation of this permit and initiation of legal proceedings against Developer to ensure compliance (PK, *PK-4*)
14. Prior to the issuance of a certificate of occupancy, Developer shall provide a watering schedule to the building owner or manager and to the Planning Division or designee. The irrigation system shall include automatic rain shut-off devices or instructions on how to override the irrigation system during rainy periods. (PK, *PK-5*)
15. Developer shall install an irrigation system that includes a water sensor shut off device as a water conservation measure. (PK, *PK-22*)

PLANNING DIVISION STANDARD CONDITIONS

16. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, *PL-3*)
17. Developer may not modify any use approved by this permit unless the Planning Division Manager determines that Developer has provided the parking required by the City Code for the modified use. (PL, *PL-7*)
18. Prior to issuance of building permits, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, *PL-16*).
19. Prior to issuance of a certificate of occupancy, Developer shall remove all construction materials and vehicles from the subject property. (PL/B, *PL-47*)

PLANNING DIVISION SPECIAL CONDITIONS

20. Approved tentative map for a Parcel Map Waiver shall expire thirty-six (36) months after its approval if a Certificate of Approval for the Parcel Map Waiver is not recorded with the Ventura County Recorder's Office. (PL)
21. All existing reciprocal access and parking agreements for the site with adjacent sites will remain in full force and effect and shall apply to the air-space condominium common

area created by this Tentative Parcel Map. Said easements can only be vacated with the consent of all parties to include the City of Oxnard as the regulating authority. The easements cannot be vacated until alternatives are devised and approved by the City to accommodate parking and circulation on adjacent sites.

22. Prior to City's issuance of the Certificate of Approval for Parcel Map Waiver, Subdivider shall provide proof of recordation of a reciprocal access and parking agreement that is acceptable to the City Attorney's office for the proposed site affected by the air-space condominium common area created by this Tentative Parcel Map. (PL)
23. Prior to City's issuance of a Certificate of Approval Subdivider shall establish a property owner's association and the association shall be responsible for the maintenance of parking, landscaping, lighting and other common areas and facilities held in common by the association and for the enforcement of CC&Rs related to property maintenance.
24. Subdivider shall submit to Planning staff an application and exhibits required for the Certificate of Approval of Parcel Map Waiver. Planning staff shall prepare the Certificate of Approval for Parcel Map Waiver, and the Subdivider shall record the Certificate of Approval for Parcel Map Waiver with the Ventura County Recorder's Office. (PL)
25. These conditions of approval impose specific fees, dedications, reservations and/or other exactions. Pursuant to Government Code Section 66020, the 90-day period in which the Developer or applicant has to protest the imposed fees, dedications, reservations and/or other exactions has begun as of the date that the conditions of approval are approved.
26. All conditions of Special Use Permit 03-500-20 shall remain in full force and effect.
27. Developer agrees to comply with all conditions of this permit prior to the issuance of a Certificate of Approval.
28. Developer agrees to participate in a water conservation program that includes refitting water fixtures existing on the project property with water conserving devices. Among the requirements of such a program include refitting existing toilets, faucets, showerheads, landscaping irrigation or other fixtures and items that consume water. (PL)
29. Developer shall install individual mirrors above each sink in a public restroom to the satisfaction of the Planning Division Manager. The details of such mirrors shall be approved prior to issuance of a building permit. Developer shall remove graffiti from the mirrors or replace the mirrors within 24 hours of graffiti appearance. (PL)
30. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, such as in restrooms or fitting rooms, within 24 hours of its appearance. The surface of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. (PL)

31. Before the City issues building permits, the Developer shall provide a Graffiti Deterrent Plan, subject to the approval of the Planning Division Manager. Such a plan shall include such elements as clear film on windows and/or mirrors, as well as washable paint and sealers on the building and perimeter walls. (PL)
32. The Subdivider shall submit an application to the Planning Division for the preparation of a Certificate of Approval of a Parcel Map Waiver. Once the Planning Division has processed the Certificate of Approval of a Parcel Map Waiver the Subdivider shall arrange to have said Certificate of Approval recorded with the Ventura County Recorder. (PL)
33. The Permittee shall comply with the provisions of applicable VCAPCD Rules and Regulations, which include but are not limited to, Rule 50 (Opacity), Rule 51 (Nuisance), Rule 55 (Fugitive Dust), and Rule 55.1 (Removal of Visible Roadway Accumulations). ((MND, C-7)
34. Prior to issuance of demolition permits, Developer shall provide evidence of notifying the Air Pollution Control District of such demolition. Demolition and/or renovation activities shall be conducted in compliance with APDC regularities regarding Asbestos (Rule 63.7). (MND, C-8)

POLICE DEPARTMENT

35. Any tenant or business that maintains high value products including but not limited to: medications, jewelry, cash, etc., shall have the below listed security features which meet or exceed standards established by the Oxnard Police Department or the City of Oxnard:
 - a. Alarm system(s)
 - b. Security camera system
 - c. Access control, locking systems, barriers and other security features as appropriate for the nature of the business to provide a safe environment for employees and customers and deter problems or criminal activities.

ENVIRONMENTAL RESOURCES DIVISION

36. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused or recycled, Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Plan" ("Plan") to the City for review and approval. The Plan shall provide that at least 50% of the waste generated on the project be diverted from the landfill. The Plan shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The Plan shall be submitted to and approved by the Environmental Resources Division prior to issuance of a building permit. The Plan shall include the following information: material type to be recycled, reused, salvaged or disposed; estimated quantities to be processed; management

method used; destination of material including the hauler name and facility location. Developer shall use the Plan form.

37. Developer shall follow the approved “City of Oxnard C&D Environmental Resources Management & Recycling Plan” and provide for the collection, recycling, and/or reuse of materials (i.e., concrete, wood, metal, cardboard, green waste, etc.) and document results during construction and/or demolition of the proposed project. After completion of demolition and/or construction, Developer shall complete and submit the “City of Oxnard C&D Environmental Resources Management & Recycling Report for Work Completed” (“Work Completed Report”) and provide legible copies of weight tickets, receipts, or invoices for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, Developer shall provide documentation, on the disposal facility’s letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused, and the project generating the discarded materials. Developer shall submit and obtain approval of the Work Completed Report prior to issuance of a certificate of occupancy.
38. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City’s Environmental Resources Division or Developer shall arrange for self-hauling. Regardless of hauling methods, all materials collected must be conveyed to the Del Norte Regional Recycling and Transfer Station.
39. Developer shall make provisions to divert at least 50% of the waste material generated during occupancy through source reduction, recycling, reuse, and green waste programs. Developer shall complete and submit a “City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Plan” (“Occupancy Plan”) to the City’s Environmental Resources Division. An Occupancy Plan must be submitted and approved prior to issuance of a certificate of occupancy. An Occupancy Plan must be submitted and approved prior to issuance of a certificate of occupancy. A “City of Oxnard C&D Environmental Resources Management and Recycling Occupancy Report” shall be submitted to the Environmental Resources Division annually for approval on the anniversary date of the certificate of occupancy or at any such time that the facility’s operational functions change significantly.
40. The Property Management shall be responsible for ensuring that janitorial staff is provided with (including visual aids for each janitorial station) for separating tenant refuse into recyclable, organic and disposable trash.
41. The Property Management shall be responsible for providing janitorial carts that accommodate separated recyclable, compostable, and non-recyclable trash. Visual aids for each cart shall include a general list of mixed recyclables accepted and the standard 3-arrow recycling symbol on the collection container. (P-11)
42. Property Management shall be responsible for providing sufficient containers to custodial staff to prevent the contamination of recyclables with waste or moisture.

DEVELOPMENT SERVICES DIVISION STANDARD CONDITIONS

43. Developer shall pay plan check and processing fees in effect at the time of construction plan submittal and shall pay development fees, encroachment permit fees, and other applicable fees in effect at permit issuance. (DS-1)
44. Developer agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Developer's expense, City and its agents, officers and employees from and against any claim, action or proceeding commenced within the time period provided for in Government Code Section 66499.37, to attack, review, set aside, void or annul the approval of this resolution or to determine the reasonableness, legality or validity of any condition attached thereto. City shall promptly notify Developer of any such claim, action or proceeding of which City receives notice, and City will cooperate fully with Developer in the defense thereof. Developer shall reimburse City for any court costs and attorney's fees that City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Developer of the obligations of this condition. Developer's acceptance of this resolution or commencement of construction or operations under this resolution shall be deemed to be acceptance of all conditions thereof. (DS-18)
45. Prior to City's issuance of a Certificate of Approval, the Developer shall provide the City Engineer with written evidence from the Ventura County Clerk's Office that Developer has executed and filed with the Clerk all certificates, statements and securities required by Government Code Sections 66492 and 66493. (DS-26)
46. "Standard Specifications for Public Works Construction" latest edition (including modifications thereto by City) and applicable City Standard Plates and Design Criteria shall be the project specifications, except as noted otherwise on the approved improvement plans. City reserves the right to upgrade, add to, or revise these specifications and plans and all other City ordinances, policies, and standards. If the improvements required of this project are not completed within 12 months from the date of City's approval of the improvement plans, the Developer shall comply with and conform to any and all upgraded, additional or revised specifications, plans, ordinances, policies and standards. (DS-27)
47. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, such as in restrooms or fitting rooms, within 24 hours of its appearance. The surface of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. (PL)

DEVELOPMENT SERVICES DIVISION SPECIAL CONDITIONS

48. Developer shall install separate adequately sized water meters to each condominium unit in accordance with City standards or shall provide proof of issuance of a waiver by the Public Works Director in compliance with the Oxnard City Code. (DS)
49. Prior to release of the map for recordation, Developer shall provide the City Engineer with an updated 100-scale base map for addressing purposes that reflect the condominium units. The City will assign any new addresses. (DS)
50. Prior to release of the map for recordation, Developer shall post security satisfactory to the City Attorney guaranteeing that all survey monuments will be set as required by the Government Code and the City Code or shall set all such monuments prior to map recordation. (DS)

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 19th day of March 2020, by the following vote:

Deidre Frank, Chair

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Oxnard at a meeting held this 19th day of March 2020, and carried by the following vote:

AYES: Commissioners:

NOES: Commissioners:

ABSENT: Commissioners:

ABSTAIN: Commissioners:

RECUSED: Commissioners:

Scott Kolwitz, Secretary