

MINUTES
OXNARD PLANNING COMMISSION
REGULAR MEETING
January 16, 2020

A. ROLL CALL

At 6:03 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers. Chair Frank, Vice Chair Chua, Commissioners Chavez, Meyer and Sanchez were present. Commissioners Dozier and Fuhling were absent. Staff members present were Jeffrey Lambert, Community Development Department Director; Scott Kolwitz, Planning & Environmental Services Manager; Kathleen Mallory, Planning & Sustainability Manager; Juan Martinez, Associate Planner; Paul McClaren, Associate Planner; Chris Williamson, Consulting Planner; Scott Swenson, Alcohol Compliance Specialist; Sergeant Dale McAlpine, Oxnard Police; Ken Rozell, Chief Assistant City Attorney; Dee Lai and Michelle Travis, Recording Secretaries. Chair Frank presided and called the meeting to order.

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

Commissioner Sanchez led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

None

D. CONSENT AGENDA

None

E. CONTINUED PUBLIC HEARING

1. **Project Name: Roussey Tentative Parcel Map – PLANNING AND ZONING PERMIT NO. 17-300-09, Tentative Parcel Map for a Parcel Map Waiver:** A request to subdivide a 4.19-acre site located at 3501 South Saviers Road (APN 205-0-443-085), and commonly known as the Swap Meet, into two parcels. Parcel A would be a 3.14-acre lot and Parcel B would be a 1.05-acre lot. No development is proposed at this time. The proposed project is exempt from environmental review pursuant to Section 15315, Minor Land Divisions, Class 15 of the CEQA Guidelines. Filed by David Kesterson of Lauterbach & Associates, 300 Montgomery Avenue, Oxnard, CA 93036..

Project Planner: Paul McClaren, Senior Planner

Recommendation:

That the Planning Commission approve the Project, as submitted, finding the Project to be Categorically Exempt from the environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15315 (Minor Land Divisions), and Approve Resolution 2020-02 for Planning and Zoning Permit Number 17-300-09

(Tentative Parcel Map for a Parcel Map Waiver), subject to certain findings and conditions.

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

Associate Planner, Paul McClaren, provided a PowerPoint presentation outlining the request, and Paul McClaren summarized suggested edits to Conditions of Approval No. 7, 11, 14, 17, 27, 31 and 32 contained within the draft Resolution for Agenda Item E-1.

The applicant, Mr. Roussey (property owner), answered questions from the Planning Commission, but he did not provide a PowerPoint presentation.

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

No public verbal or written comments were received for Item E-1.

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

Discussion ensued among the Commissioners and staff.

MOTION: Commissioner Sanchez moved and Vice Chair Chua seconded a motion to approve the Project with the following edits to Resolution number 2020-02:

1. Planning Division The Special Condition number 7, 11, 14, 17, 27, 31 and 32 shall read as:
 - a. “7. Prior to ~~recording of a Final Map~~ issuance of a Certificate of Approval, the Developer shall provide a lighting plan that provides design details (light standards, bollards, wall mounted packs, etc.) and illumination site information within alleyways, pathways, streetscapes, and open spaces proposed for Parcel A with the understanding that Parcel B will be addressed when developed. An electrical engineer shall prepare the site lighting plan demonstrating that adequate lighting ranges, per City Code, will be provided for Parcel A without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting.”
 - b. “11. The developer shall submit plans to resurface and restripe the parking areas of parcel A. At a minimum, the restriping plan will include 67 parking spaces. Three of the spaces must be ADA compliant to include one of the spaces being van accessible. One of the spaces must be a motorcycle parking space. The motorcycle parking space shall include a concrete pad and be labeled or include signage designating it as a motorcycle space. The restriping shall also include the designation of two 12’ x 40’ dedicated loading zones. The plans will also indicate striping or improvements that create an ADA compliant pedestrian path of travel from A Street and from Saviers Road to the front of the existing commercial building. Additionally, the plans shall include the installation of one or more

ADA compliant ramps to the sidewalk along the existing store frontage. Finally, the plans shall include the installation of 2 long-term bicycle parking lockers and bike racks to accommodate 8 short-term bicycles. The short-term bike parking shall be evenly distributed into four groups along the frontage of the commercial building. Prior to ~~approval of a parcel map~~ issuance of a Certificate of Approval the developer shall obtain all necessary permits and complete all required on-site improvements and have a Planner conduct a final inspection of said improvements.”

- c. “14. 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.”
 - d. “17. Prior to City’s issuance of a Certificate of Approval tThe developer will install on Parcel A a trash enclosure to serve the existing commercial building per City standards for trash enclosures. The location of the enclosure should be included on the restriping plans required in condition 11. The size and location of the trash enclosure shall be reviewed and approved by the Environmental Resources Division.”
 - e. “27. Prior to ~~approval of the final map or parcel map~~ 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.”
 - f. “31. Prior to ~~release of the final map or parcel map~~ City’s issuance of a Certificate of Approval for recordation, the Developer shall provide the City Engineer with a 100 scale base map for addressing purposes. The map shall be drawn on 18 inch by 24 inch mylar and shall show the standard address map title block, north arrow, street names, tract number, phase boundary and lot numbers. The City will assign all addresses.”
 - g. “32. Prior to ~~release of the final map or parcel map~~ City’s issuance of a Certificate of Approval for recordation, the 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.”
2. Additionally, the Planning Commission requested the following statement to be included within the Planning Commission’s Minutes: “Future development on both parcels is to be compliant with all zoning standards, and the Planning Commission would not support deviations to zoning standards.”

VOTE:

Chair Frank, Vice Chair Chua, Commissioners Meyer and Sanchez voted in favor. Commissioner Chavez voted against and requested the following

statement to be included within the Planning Commission's Minutes: "I do not support the way the lot is being subdivided, and I do not think the Planning Commission's additional statement is strong enough." Commissioners Dozier and Fuhring were absent. The motion carried 4:1:2:0:0¹.

F. PUBLIC HEARING

- 1. Project Name: Karina's Royal Banquet Hall / Karina's Restaurant & Grill – PLANNING AND ZONING PERMIT NO. 19-510-03 (Special Use Permit - Alcohol)** A request to allow the sale of general alcohol including spirits for on-site consumption (Alcohol Beverage Control License Type 47 - On Sale General - Eating Place) within an existing 2,500 square foot establishment (with an 1,800 square foot interior customer service area and no outdoor customer service area) located at 529 South A Street (APN 202-0-105-325) within the Downtown Core (DT-C) zone. The proposed project is exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines. Filed by Sylvia Ochoa, Business Owner.

Project Planner: Juan Martinez, Senior 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 2020-03 for Planning and Zoning Permit No. 19-510-03 (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-1.

Associate Planner, Juan Martinez, provided a PowerPoint presentation outlining the request.

The applicant, Sylvia Ochoa (business owner), spoke on behalf of the project, translated by Juan Martinez, Associate Planner, but she did not provide a PowerPoint presentation.

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

Darlene Miller Gonzalez, 1216 Jamaica Lane, Oxnard spoke in support of the project.

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

Discussion ensued among the Commissioners and staff.

¹ In Favor: Against: Absent: Abstain: Recused

MOTION: Commissioner Sanchez moved and Chair Frank seconded a motion to adopt a resolution approving the **Karina's Royal Banquet Hall / Karina's Restaurant & Grill** PZ No. 19-510-03 (Special Use Permit - Alcohol) with the following edits to Resolution number 2020-03:

1. The Resolution title shall read as:
 - a. "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 19-510-03 (SPECIAL USE PERMIT - ALCOHOL) TO ALLOW THE SALE OF GENERAL ALCOHOL INCLUDING SPIRITS FOR ON-SITE CONSUMPTION (ABC LICENSE TYPE 47-ON SALE GENERAL EATING PLACE) 7:00 A.M. TO 12:00 A.M. FRIDAY AND SATURDAY AND 7:00 A.M. TO 10:00 P.M. SUNDAY TO THURSDAY AT AN EXISTING 2,500 SQUARE-FOOT RESTAURANT/BANQUET FACILITY LOCATED AT 529 SOUTH A STREET WITHIN THE DOWNTOWN CORE (DT-C) ZONE. FILED BY SILVIA OCHOA, RESTAURANT OWNER, 267 GLENWOOD DRIVE, OXNARD, CALIFORNIA 93030. (THE "APPLICANT"), ON BEHALF OF THE PROPERTY OWNER."
2. Police Condition number 22 shall read as:
 - a. "22. Sales of alcohol may only occur between the hours of 7:00 a.m. and 12:00 a.m. Friday and Saturday and 7:00 a.m. to 10:00 p.m. Sunday through Thursday. *(see provision for extension of service hours in "Special Conditions")*"

VOTE: Chair Frank, Vice Chair Chua, and Commissioners Chavez, Meyer, and Sanchez voted in favor. Commissioners Dozier and Fuhring were absent. The motion carried 5:0:2:0:0².

G. STUDY SESSION/REPORTS

1. **Project Name:** Overview of 2019 New Housing Laws and the Regional Housing Needs Assessment.

Project Planner: Kathleen Mallory, Planning and Sustainability Manager
Chris Williamson, Consulting Planner

Recommendation: That the Planning Commission receive and file this report.

Kathleen Mallory, Planning & Sustainability Manager provided a PowerPoint presentation.

Discussion ensued among the Commissioners and staff.

² In Favor: Against: Absent: Abstain: Recused

H. PLANNING COMMISSION BUSINESS

1. **Vice Chair Chua requested to add a reconsideration of the vote for the Planning Commission Vice Chair to Serve for Calendar Year 2020 to the next available agenda.**

MOTION: Vice Chair Chua moved and Chair Frank seconded a motion to add a reconsideration, nomination and election of the Planning Commission Vice Chair to serve for calendar year 2020 vote to the next available agenda.

VOTE: Chair Frank, Vice Chair Chua, Commissioners Sanchez and Meyer voted in favor. Commissioner Chavez voted no. Commissioners Fuhring and Dozier were absent. The motion carried 4:1:2:0:0³.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

None

J. ADJOURNMENT

At 8:40 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Thursday, February 6, 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