MINUTES
OXNARD PLANNING COMMISSION
REGULAR MEETING
February 20, 2020

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 4:0:3:0:0[1]

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. 18-400-06 (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) GuidelinesSection 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 4:0:3:0:0[2].

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 4:0:3:0:0[3].

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