

This meeting is held pursuant to the State Emergency Services Act, the Governor's Emergency Declaration, and Governor's Executive Order N-29- 20 to allow members of the City Council or staff to participate via teleconference.

As a precautionary measure to help slow the spread of COVID-19, the City Council facilities are temporarily closed to the public. The public is encouraged to view the meeting from home on the City's website at Oxnard.org/city-meetings, Spectrum channel 10, Frontier channel 35, or YouTube at [Youtube.com/oxnardnews](https://www.youtube.com/oxnardnews). Video recordings are typically available online immediately following the meeting.

The public may provide comments to the Planning Commission via email at planning@oxnard.org no later than 3:00 p.m. on the day of the meeting. Please identify the meeting date and agenda item in the Subject line.

A telephone option for public comments is also available at this time. Requests to speak must be submitted no later than 3:00 p.m. on the day of the meeting. Use the form on the city's website to submit your request: Oxnard.org/city-meetings, or call the Planning Division Office at (805) 385-7878, or email your request to planning@oxnard.org.

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING

Council Chambers, 305 West Third Street
Thursday, April 15, 2021, 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 – April 1, 2021

E. NOMINATION AND ELECTIONS

1. Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2021

F. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

G. PUBLIC HEARING

1. **Project Name: DMV Oxnard Field Office General Plan Conformity - PLANNING AND ZONING PERMIT No. 20-625-01 (General Plan Conformity Determination). A**

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.

request that the Planning Commission adopt a resolution affirming that the City of Oxnard's vacation of real property located at 4050 South Saviers Road is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council order the vacation. The project site is located at 4050 South Saviers Road (Assessor's Parcel Number 219-0-110-355 and 219-0-110-405). The site is located within the 2030 General Plan land use designation of Commercial General and is zoned General Commercial (C-2-PD) in the City of Oxnard. Filed by Alfredo Palomar, on behalf of the State of California., 707 Third Street, West Sacramento, CA 95605, on behalf of the property owner which is the State of California-General Services Department.

City Staff: Joe Pearson II, Senior Planner

Recommendation: That the Planning Commission:

- a) Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5); and
- b) Adopt Resolution 2021-XX affirming that the City of Oxnard's vacation of easements located at 4050 South Saviers Road is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council order the vacation.

Please click the following link to view the required Measure M pre-recorded presentation video:

<https://youtu.be/Ly-TKNqeIGM>

2. **Project Name: 241 West Second Street Property Disposition General Plan Conformity** - PLANNING AND ZONING PERMIT No. 21-625-01 (General Plan Conformity Determination). A request that the Planning Commission adopt a resolution affirming that the City of Oxnard's disposition of real property located at 241 West Second Street is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council order the disposition. The project site is located at 241 West Second Street (Assessor's Parcel Number 202-0-054-075 & 202-0-054-080). The site is located within the 2030 General Plan land use designation of Downtown (DT) and is zoned Downtown General (DT-G) in the City of Oxnard. Requested by Emilio Ramirez, Housing Director, on behalf of the City of Oxnard, 435 South D Street, Oxnard, CA 93030, on behalf of the property owner which is the City of Oxnard.

City Staff: Joe Pearson II, Senior Planner

Recommendation: That the Planning Commission:

- a) Find the project Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section

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15378(b)(5); and

- b) Adopt Resolution 2021-XX affirming that the City of Oxnard's disposition of real property located at 241 West Second Street is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the disposition.

Please click the following link to view the required Measure M pre-recorded presentation video:

https://youtu.be/_bkpqGoOMPM

H. STUDY SESSION/REPORTS

I. PLANNING COMMISSION BUSINESS

J. COMMUNITY DEVELOPMENT STAFF UPDATES

K. ADJOURNMENT

FUTURE MEETINGS

Thursday, May 6, 2021, 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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MINUTES
OXNARD PLANNING COMMISSION
REGULAR MEETING
April 1, 2021 Minutes
DRAFT

A. ROLL CALL

1. At 6:00 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers. Chair Frank announced pursuant to Governor Newsom's Executive Order N-29-20, members of the Planning Commission or staff may participate in meetings via teleconference.
2. Chair Frank (via videoconference), Vice Chair Sanchez (via videoconference), Commissioners Arruejo (via videoconference), Chavez (via videoconference), Connelly (via videoconference), Lopez (via videoconference) and Meyer (via videoconference) were present.
3. Staff members present were: Scott Kolwitz, Planning & Environmental Services Manager; Kathleen Mallory, Planning & Sustainability Manager; Heather Davis, Rincon Consultant (via videoconference), Amy Sinsheimer, Placeworks Consultant (via videoconference); Ken Rozell, Chief Assistant City Attorney; and Dee Lai, Recording Secretary.
4. Chair Frank presided and called the meeting to order.
5. Scott Kolwitz, Planning & Environmental Services Manager, welcomed and introduced the new Commissioner, Katherine Connelly to the Planning Commission.

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

1. Commissioner Connelly led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - March 18, 2021

MOTION: Commissioner Lopez moved and Vice Chair Sanchez seconded a motion to approve the minutes of March 18, 2021, as submitted.

VOTE: Chair Frank, Vice Chair Sanchez, and Commissioners Arruejo, Chavez, Connelly and Meyer voted in favor. The motion carried 6:0:0:1:0¹. Commissioner Connelly abstained.

¹ In Favor: Against: Absent: Abstain: Recused

E. NOMINATION AND ELECTIONS

1. Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2021

Chair Nominations

NOMINATIONS: Vice Chair Sanchez moved and Commissioner Meyer seconded a nomination for Chair Frank to serve as Chair for Calendar Year 2021.

Commissioner Arruejo moved and Commissioner Lopez seconded a nomination for Commissioner Chavez to serve as Chair for Calendar Year 2021.

VOTES: Chair Frank to serve as Chair for Calendar Year 2021: Chair Frank, Vice Chair Sanchez, and Commissioner Meyer voted in favor. The motion failed 3:3:0:1:0². Commissioners Arruejo, Chavez and Lopez voted no. Commissioner Connelly abstained.

Commissioner Chavez to serve as Chair for Calendar Year 2021: Commissioners Arruejo, Chavez, and Lopez voted in favor. The motion failed 3:3:0:1:0³. Chair Frank, Vice Chair Sanchez, and Commissioner Meyer voted no. Commissioner Connelly abstained.

MOTION: Commissioner Arruejo moved and Commissioner Lopez seconded a motion to continue the election of Chair and Vice Chair to date certain of April 15, 2021.

VOTE: Chair Frank, Vice Chair Sanchez, Commissioners Arruejo, Chavez, Connelly, Lopez, and Meyer voted in favor. The motion carried 7:0:0:0:0⁴.

F. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. Commissioner Lopez attended the March 24, 2021 Draft Housing Element Community Workshop and actively listened but did not participate in the conversations. The remaining Commissioners did not have any ex parte communications to report for Item G-1.

G. REPORT

1. **Project Name: The 2021-2029 Draft Housing Element.** The Planning Commission will receive public input and provide input regarding the 2021-2029 Draft Housing Element.

² In Favor: Against: Absent: Abstain: Recused

³ In Favor: Against: Absent: Abstain: Recused

⁴ In Favor: Against: Absent: Abstain: Recused

The Housing Element evaluates the City of Oxnard's existing and projected housing needs, reviews constraints to the development of housing, identifies sites for new housing, and includes programs to meet housing needs for current and future residents. The purpose of the meeting is to share information and receive feedback on the Draft Housing Element, future Programs and Zoning Code changes needed to comply with new state laws. The action before the Planning Commission is Statutorily Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262, Feasibility and Planning Studies. The Planning Commission's direction is not a final action or an approval in regard to the Housing Element Update and does not have a legally binding effect on any possible future discretionary action. Filed by the City of Oxnard Planning Division, Community Development Department.

City Staff: Heather Davis, Contract Planner; Kathleen Mallory, AICP, Planning & Sustainability Manager

Recommendation:

That the Planning Commission:

- 1) Receive a presentation of the 2021-2029 Draft Housing Element (6th Cycle Housing Element); and
- 2) Recommend that the City Council submit the Draft Housing Element to the State of California Housing and Community Development Department (HCD).

Kathleen Mallory, Planning & Sustainability Manager, and Amy Sinsheimer, Placeworks Consultant, provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/XD-HzA7quQU>

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

Public verbal comments were received from: Barbara Macri-Ortiz (House Farm Workers - Oxnard Committee) who commented on several topics, including: by-right development definition; 30 residential units per acre at 2900 Saviers Road doesn't make sense; Program 3 - Rezone, amend zoning standards to provide relaxed development standards to allow for increased density, Density Bonus review authority should be aligned with the decision maker of the underlying permit (i.e. Director level if a Development Design Review Permit is the only permit that is needed); Maria Navarro (CAUSE, Policy Advocate) commented on the need for a rental stabilization ordinance; Zuleth Lucero (CAUSE, Oxnard Organizer) commented on the need for a rental stabilization ordinance; Nidia Bello (CAUSE, Oxnard Organizer) commented on rent control; Ocil Herrejon (CAUSE, Associate Organizing Director) commented on how to keep our existing residents stable; Carl Morehouse (Vulnerable Populations Housing Advocacy Network - VPHAN) commented on several topics, including: tiny homes; commercial conversions; increase inclusionary requirements to be in line with Goleta, California; housing trust fund utilization; and increase in-lieu housing fee.

No other public verbal comments were received in support of or against Item G-1.

A public written comment and email were received from Barbara Macri-Ortiz.

A public written comment was also received from Concerned Community Members, Affordable Housing Advocates, and Affordable Housing Developers, including: Kenneth Trigueiro (People's Self-Help Housing); Clyde Reynolds (Vulnerable Populations Housing); Veronica Garcia (People's Self-Help Housing); Rebecca Albarran (Ventura County, YIMBY); Judy Alexandre Phd, LCSW; and Ellen Brokaw (House Farm Workers!).

A public memo from Kathleen Mallory, Planning & Sustainability Manager, and Heather Davis, Rincon Consultant, providing written responses to comments received was provided.

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

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

Discussion ensued among the Commissioners and staff about several topics, including: local preference criteria; ADU methodology; high quality transit corridor; farmworker count; density of development; inclusionary housing regulations in Ventura County; waiving development impact fees; form based development codes; institutional housing partnerships; funding sources; low barrier housing examples; energy conservation requirements; conversion of office spaces into residential; and working remotely.

MOTION: Commissioner Meyer moved and Vice Chair Sanchez seconded a motion recommending that City Council submit the Draft Housing Element to the State of California and Community Development Department (HCD) with consideration to explore "rental control," "just cause" and "Ventura County Farmworker" Programs as part of the Draft Housing Element.

VOTE: Chair Frank, Vice Chair Sanchez, Commissioners Arruejo, Chavez, Connelly, Lopez and Meyer voted in favor. The motion carried 7:0:0:0:0⁵.

H. STUDY SESSION/REPORTS

1. None

I. PLANNING COMMISSION BUSINESS

1. Commissioner Meyer shared the eight-week APA Planning Academy (February 17-April 7) is about to conclude. He shared the recent topic has been about housing and that 90% of cities did not meet the RHNA numbers.
2. Commissioner Arruejo and Lopez shared they are virtually attending the League of California Cities Planning Academy which was held on March 25, 26, 31 and April 1, 2021. Planning Academy sessions ranged from the basic roles and responsibilities as a Planning Commissioner to newer emerging issues.
3. Commissioner Chavez inquired about the process to amending the By-laws and when Planning Commissioners will receive updates from staff regarding 1) when buildings

⁵ In Favor: Against: Absent: Abstain: Recused

are required to have elevators, and 2) what's the City's policy on vacant buildings and parcels in Oxnard and whether the City has the ability to speak to the owners of the vacant buildings to encourage upkeep or development.

4. All Commissioners welcomed the newest Commissioner.

J. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Scott Kolwitz, Planning & Environmental Services Manager announced:
 - i. Staff is waiting for a lighter agenda and associated staff capacity to update the Planning Commission regarding the requirement of elevators and vacant dilapidated properties and enforcement actions.
 - ii. Staff will also provide an additional new Planning Commissioner training.
 - iii. On March 30, the City Council received an update on the Preparation of the Climate Action and Adaptation Plan, and the City of Oxnard 2020 General Plan and Housing Element Annual Progress Reports.
 - iv. The next planning Commission meeting is scheduled for April 15, 2021 at 6:00 p.m.

K. ADJOURNMENT

1. At 8:36 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Thursday, April 15, 2021, 6:00 p.m., City Council Chambers

Deirdre Frank,
Chair

ATTEST _____
Scott Kolwitz,
Planning & Environmental Services Manager

MEMO



DATE: April 15, 2021

TO: Planning Commission

FROM: Scott Kolwitz, Planning Manager
Vyto Adomaitis, Community Development Director

SUBJECT: Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2021 Agenda Item No: E-1

On April 1, 2021, the Planning Commission continued the nomination and election of a Chair and Vice Chair to serve for calendar year 2021 to their meeting of April 15, 2021.

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

1. Nominations

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

2. Vote

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

3. New Chair Immediately Assumes Responsibilities

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