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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. 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, May 20, 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 – May 6, 2021

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

F. CONTINUED PUBLIC HEARING

1. **Project Name: Central Terrace Apartments** - Planning and Zoning Permit No. 20-535-01 (Density Bonus Permit), requesting the ministerial approval of a Density Bonus Permit (Density Bonus) to allow for three concessions pursuant to State Density Bonus Law and Oxnard City Code Section 16-410L, and subject to the approval of the Planning Commission. The three concessions as follows:
 - (1) Reduction of the rear ground floor setback from 5 feet to zero feet.
 - (2) Reduction of the rear upper story setback for residential buildings from ten feet to zero feet.

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.

- (3) Reduction of the required residential parking from 87 spaces to 29 residential spaces and reduction of the required commercial spaces from three (3) spaces to zero (0) spaces.

The Density Bonus is related to the proposed construction of a 73,534 square foot 5-story mixed-use apartment building with 87 residential units, 29 parking spaces, 2,375 square-feet of non-residential (i.e. commercial / office) space, and a 2,068 square-foot courtyard on a 0.42-acre project site. Proposed development includes commercial space, and parking for the residential and commercial on the ground level, with an additional 4 levels of residential units (for a 5 story building). The applicant is proposing a 100 percent affordable housing project with all units, except for the managers unit, affordable to at least persons and families at the very-low income level, exceeding the Density Bonus and inclusionary ordinance requirements. The project site is located at 217-235 East Sixth Street (APN: 201-0-213-110) within the Downtown land use designation and Downtown General (DT-G) zoning district. Filed by Luis Hernandez, of Many Mansions, the Applicant and Owner, 1259 E. Thousand Oaks Blvd., Thousand Oaks, CA 91362.

City Staff: Joe Pearson II, Senior Planner

Recommendation: That the Planning Commission

- a) Find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15332 (In-Fill Development); and
- b) Adopt Resolution 2021-XX approving Planning and Zoning Permit No. 20-535-01 (Density Bonus), subject to certain findings and conditions.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/jBOwZuWEI2I>

G. PUBLIC HEARING

1. **Project Name: Althea Court Apartments Density Bonus** - Planning and Zoning Permit No. 21-535-03 (Density Bonus), requesting the ministerial approval of a Density Bonus Permit (Density Bonus) to allow for one concession pursuant to State Density Bonus Law and OCC Section 16-410L, and subject to the approval of the Planning Commission. The request concession is as follows:

1. Reduction of the required residential parking from 62 spaces to 33 residential spaces.

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The proposed Density Bonus is related to a ministerial request for modifications to the existing Althea Apartments development. The existing development currently contains a 24,848 square foot apartment complex with 20 residential townhome units, 34 parking spaces, and 14,368 square-feet of open space on a 1.08-acre project site. The site is currently legal non-conforming with regard to the required parking for the site, which in its current configuration requires 60 parking spaces pursuant to the OCC. The applicant is proposing to split an existing five bedroom unit into two units, a one bedroom unit and a two bedroom unit. This change necessitates related site upgrades, including a small 125 square foot addition and the provision of a ADA accessible parking space. The resulting development will be a 24,973 townhome project, containing 21 residential townhome units, 33 parking spaces, and 14,243 square-feet of open space. The Project is located at 1357 Althea Court (APN: 139-0-080-335) in the High Rise Residential Zone (R-4-PD) zone. Filed by Ilona Scott, of Lauterbach & Associates, on behalf of the Oxnard Housing Authority (“Applicant” and “Owner”), 435 South D Street, Oxnard, CA 93030.

City Staff: Joe Pearson II, Senior Planner

Recommendation: That the Planning Commission

- a) Find the project Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and
- b) Adopt Resolution 2021-XX approving Planning and Zoning Permit No. 21-535-03 (Density Bonus), subject to certain findings and conditions.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/Nzlb-RnUsCw>

H. STUDY SESSION/REPORTS

1. Project Name: Rules and Procedures (Bylaws) Discussion

City Staff: Scott Kolwitz, Planning and Environmental Services Manager
Ken Rozell, Chief Assistant City Attorney

Recommendation: That the Planning Commission receive this report and consider creating a subcommittee pursuant to the provisions of the Bylaws

I. PLANNING COMMISSION BUSINESS

J. COMMUNITY DEVELOPMENT STAFF UPDATES

K. ADJOURNMENT

FUTURE MEETINGS

Thursday, June 3, 2021, 6:00 p.m., City Council Chambers

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

A. ROLL CALL

1. At 6:05 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers. Chair Chavez 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 Chavez (via videoconference), Vice Chair Arruejo (via videoconference), Commissioners Connelly (via videoconference), Lopez (via videoconference), Meyer (via videoconference), Nash (via videoconference), and Sanchez (via videoconference) were present.
3. Staff members present were: Scott Kolwitz, Planning & Environmental Services Manager; Jeff Pengilley, P.E., Assistant Community Development Director (via videoconference), Stephen McNaughten, Battalion Chief/Fire Marshal (via videoconference); Ken Rozell, Chief Assistant City Attorney; and Dee Lai, Recording Secretary.
4. Chair Chavez presided and called the meeting to order.
5. Scott Kolwitz, Planning & Environmental Services Manager, introduced the new Commissioner, Steven Nash, to the Planning Commission.

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

1. Commissioner Nash led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. A public comment was received from Henry Sapien who commented that housing prices in Oxnard are too high.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - April 15, 2021

MOTION: Commissioner Lopez moved and Vice Chair Arruejo seconded a motion to approve the minutes of April 15, 2021, with an edit to the Nominations for Vice Chair vote to read as follows:

Commissioner Arruejo to serve as Vice Chair for Calendar Year 2021: Chair Chavez, and Commissioners Arruejo, Connelly, and Lopez, Meyer and Sanchez voted in favor. Commissioners Meyer and Sanchez voted against. The motion carried ~~64:02:0:0:0~~.

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

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. None

F. PUBLIC HEARING

1. **Project Name: Central Terrace Apartments** - Planning and Zoning Permit No. 20-535-01 (Density Bonus Permit), requesting the ministerial approval of a Density Bonus Permit (Density Bonus) to allow for three concessions pursuant to State Density Bonus Law and Oxnard City Code Section 16-410L, and subject to the approval of the Planning Commission. The three concessions as follows:
 - (1) Reduction of the rear ground floor setback from 5 feet to zero feet.
 - (2) Reduction of the rear upper story setback for residential buildings from ten feet to zero feet.
 - (3) Reduction of the required residential parking from 87 spaces to 29 residential spaces and reduction of the required commercial spaces from three (3) spaces to zero (0) spaces.

The Density Bonus is related to the proposed construction of a 73,534 square foot 5-story mixed-use apartment building with 87 residential units, 29 parking spaces, 2,375 square-feet of non-residential (i.e. commercial / office) space, and a 2,068 square-foot courtyard on a 0.42-acre project site. Proposed development includes commercial space, and parking for the residential and commercial on the ground level, with an additional 4 levels of residential units (for a 5 story building). The applicant is proposing a 100 percent affordable housing project with all units, except for the managers unit, affordable to at least persons and families at the very-low income level, exceeding the Density Bonus and inclusionary ordinance requirements. The project site is located at 217-235 East Sixth Street (APN: 201-0-213-110) within the Downtown land use designation and Downtown General (DT-G) zoning district. Filed by Luis Hernandez, of Many Mansions, the Applicant and Owner, 1259 E. Thousand Oaks Blvd., Thousand Oaks, CA 91362.

City Staff: Joe Pearson II, Senior Planner

Recommendation: That the Planning Commission continue the Project to a date certain of May 20, 2021.

MOTION: Commissioner Nash moved and Commissioner Meyer seconded a motion to continue the Project to a date certain of May 20, 2021.

VOTE: Chair Chavez, Vice Chair Arruejo, and Commissioners Connelly, Lopez Meyer, Nash and Sanchez voted in favor. The motion carried 7:0:0:0:0²

¹ In Favor: Against: Absent: Abstain: Recused

² In Favor: Against: Absent: Abstain: Recused

G. STUDY SESSION/REPORTS

1. **Project Name:** Elevator Regulations Discussion
City Staff: Jeff Pengilley, P.E., Assistant Community Development Director
Scott Kolwitz, Planning and Environmental Services Manager

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

Jeff Pengilley, P.E., Assistant Community Development Director, provided a memo outlining the Elevator Regulations for discussion.

Jeff Pengilley, P.E., Assistant Community Development Director, and Stephen McNaughten, Battalion Chief/Fire Marshal, were available for questions from the Planning Commission.

No public verbal or written comments were received regarding Item G-1.

Discussion ensued among the Commissioners and staff about several topics, including: elevators as an amenity; relationship of California Building Code (CBC) and Americans with Disability Act (ADA); City can modify the CBC through a lense of climatic, geologic, and topographic nexus; The Labor Code and Elevator Code regulates elevators which are inspected by State elevator inspectors; Fire Code looks at size of elevators for personal and equipment; and requirements for mixed-use building and subterranean parking.

H. PLANNING COMMISSION BUSINESS

1. All Commissioners welcomed the newest Commissioner.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Scott Kolwitz, Planning & Environmental Services Manager announced:
 - i. On April 29, 2021, the City Council appointed Commissioner Nash, the seventh of seven Planning Commissioners to the Planning Commission. The City Council reviewed the City of Oxnard 2021-2029 Draft Housing Element. City staff will submit the Draft Housing Element to the State of California Housing and Community Development Department for comment, revise the document based on the discussion and comments received, and publish the draft environmental document. The effort culminates in October 2021, when City staff will be bringing the Draft Housing Element to the City Council for adoption.
 - ii. On April 29, 2021, the City Council and Planning Commission received Parliamentary Training.
 - iii. The next planning Commission meeting is scheduled for May 20, 2021 at 6:00 p.m.

J. ADJOURNMENT

1. At 6:50 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Thursday, May 20, 2021, 6:00 p.m., City Council Chambers

Daniel Chavez Jr.,
Chair

ATTEST _____
Scott Kolwitz,
Planning & Environmental Services Manager