

MINUTES
OXNARD PLANNING COMMISSION
REGULAR MEETING
June 3, 2021 Minutes

A. ROLL CALL

1. At 6:01 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), and Nash (via videoconference) were present. Commissioner Sanchez was absent.
3. Staff members present were: Scott Kolwitz, Planning & Environmental Services Manager; Jay Dobrowalski, Senior Planner; Ken Rozell, Chief Assistant City Attorney; Jessica Monterroso, Administrative Secretary and Dee Lai, Recording Secretary.
4. Chair Chavez presided and called the meeting to order.

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

1. Vice Chair Arruejo led the pledge of allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None.

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - May 20, 2021

MOTION: Vice Chair Arruejo moved and Commissioner Lopez seconded a motion to approve the minutes of May 20, 2021 as submitted.

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

¹ In Favor: Against: Absent: Abstain: Recused

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

1. Vice Chair Arruejo commented that he had ex parte communication for Item F-1. He visited the 1001 Catamaran Duplex project site.
2. Commissioner Lopez asked whether he could participate in the review of Item F-1 due to the proximity of his residence to the project site. Scott Kolwitz, Planning and Environmental Services Manager, confirmed Commissioner Lopez could participate in the review of Item F-1 as his residence is further than 1,000 feet from the project site.
3. None of the remaining Planning Commissioners had any ex parte communications to report for Items F-1.

F. PUBLIC HEARING

1. **Project Name: 1001 Catamaran Duplex** - Planning and Zoning Permit No. 21-400-01 (Coastal Development Permit), requesting authorization to construct a two-story 4,728 square-foot residential duplex building consisting of two, attached three-bedroom dwelling units which are each 1,943 square feet with an attached 421 square-foot two-car garage, and will also include an 85 square-foot balcony and a 263 square-foot terrace on a 7,900 square-foot vacant lot. The project site is located at 1001 Catamaran Street (APN: 196-0-031-065) within the Residential Existing (REX) land use designation and the Coastal Multiple-Family (R-2-C) zone and is located within the Oxnard Dunes Neighborhood. Filed by Zareh Keshmeshian, on behalf of property owner Oganesh Karapetian, 212 Glendale Avenue, Glendale, California 91206 (the "Applicant").
City Staff: Jay Dobrowalski, 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 15303(New Construction or Conversion of Small Structures); and
- b) Adopt Resolution 2021-XX approving Planning and Zoning Permit No. 21-400-01 (Coastal Development Permit), subject to certain findings and conditions.

Jay Dobrowalski, Senior Planner, provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/5R9-2fnCqII>

The applicant team was not available for questions and they did not provide any presentation.

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

Public Verbal comment was received from Janett Nolan (Oxnard) who was against the project. She commented that the retaining wall needs repair, the second story duplex introduces privacy issues, and the property is in disarray.

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

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

Discussion ensued among the Commissioners and staff about several topics, including: development requirements regarding 1) backyard common open space, 2) landscape planters between driveways, 3) guest parking location 4) identical structures, 5) materials of the duplex and flat roofs, 6) energy standards and solar panels, and 7) fencing; Condition number 61's construction hours; and likelihood of pile driving construction method.

MOTION: Vice Chair Arruejo moved and Commissioner Meyer seconded a motion to approve the 1001 Catamaran Duplex 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 2021-11 approving Planning and Zoning Permit No. 21-400-01 (Coastal Development Permit), subject to certain findings and conditions, subject to certain findings and conditions.

VOTE: Chair Chavez, Vice Chair Arruejo, and Commissioners Connelly, Lopez Meyer, Nash voted in favor. Commissioner Sanchez was absent. The motion carried 6:0:1:0:0²

G. STUDY SESSION/REPORTS

1. None

H. PLANNING COMMISSION BUSINESS

1. Commissioner Nash congratulated Chair Chavez for being appointed to the Ventura County Climate Emergency Council.
2. Commissioner Meyer congratulated Oxnard and Ventura County for entering the the least restrictive Yellow Tier in the State's Blueprint for a Safer Economy at 12:01 am on Wednesday, June 2, 2021 after meeting the required metrics for the required two-week period.
3. Commissioner Lopez stated that Kip Turner, Director of Airports, Ventura County suspended the Master Airport Plan process for a period of approximately one year or more if needed to broaden community engagement.
4. Commissioner Connelly encouraged the Planning Commissioners to review the Bylaws.
5. Chair Chavez announced Metrolink introduced their first Saturday service on the Ventura County line on May 29, 2021, and more information can be found on the website at www.metrolinktrains.com. He also will adjourn the meeting in memory of the Los Angeles County Fire Station 81 firefighter who was killed and a speedy

² In Favor: Against: Absent: Abstain: Recused

recovery of the firefighter who sustained injuries trying to intervene. He reminded all to be vigilant and be aware of our surroundings.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Scott Kolwitz, Planning & Environmental Services Manager announced:
 - i. On June 1, 2021, the City Council reviewed and approved the Housing Department's Central Terrace Apartments - In-Lieu Loan Agreement and Affordable Housing and Sustainable Communities (AHSC) Program Implementation Agreement.
 - ii. On June 15, 2021, City Hall will be reopening to the public from 8:00 a.m. to 12:00 p.m. (noon). Masks and social distancing will be required at City Hall. No in-person Planning Commission meetings are yet scheduled.
 - iii. The next planning Commission meeting is scheduled for June 17, 2021 at 6:00 p.m.

J. ADJOURNMENT

1. At 6:45 p.m., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Thursday, June 17, 2021, 6:00 p.m., City Council Chambers

RULES AND PROCEDURES (BYLAWS) SUBCOMMITTEE MEETING

Council Chambers, 305 West Third Street

Thursday, June 3, 2021, 6:00 p.m. immediately following the close of the Planning Commission meeting

A. ROLL CALL

1. At 6:47 p.m., the Planning Commission Rules and Procedures (Bylaws) Subcommittee meeting of the Oxnard Planning Commission convened in the Council Chambers.
2. Chair Chavez (via videoconference), Vice Chair Arruejo (via videoconference), and Commissioners Connelly (via videoconference) were present.
3. Staff members present were: Scott Kolwitz, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; Jessica Monterroso, Administrative Secretary and Dee Lai, Recording Secretary.

B. 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 Rules and Procedures (Bylaws) Subcommittee review and suggest revisions to the Rules and Procedures of the Planning

Commission in preparation of reporting its findings and recommendations to the Planning Commission by August 5, 2021.

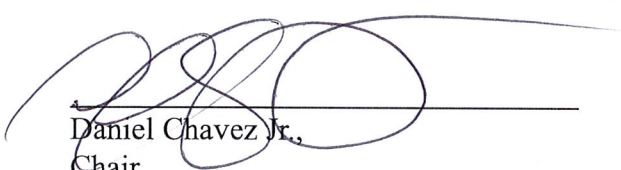
Discussion ensued among the members of the Bylaws subcommittee and staff regarding proposed amendments to the Rules and Procedures (Bylaws) to be presented and approved by the full Planning Commission on August 5, 2021.

C. ADJOURNMENT

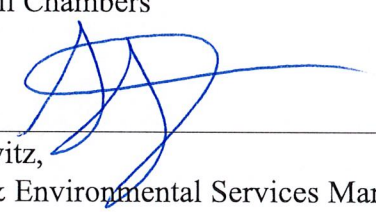
1. At 7:17 p.m, the Planning Commission Rules and Procedures (Bylaws) Subcommittee concurred to adjourn.

FUTURE MEETINGS

Thursday, June 17, 2021, 6:00 p.m. immediately following the close of the Planning Commission meeting, City Council Chambers



Daniel Chavez Jr.,
Chair



ATTEST _____
Scott Kolwitz,
Planning & Environmental Services Manager

