

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING
Council Chambers, 305 West Third Street
Thursday, April 4, 2024, 6:00 p.m.

The public may 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 following the meeting at the City's website at <http://www.oxnard.org/city-meetings>

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card.
2. EMAILING COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
 - a. Submit an email to Planning@oxnard.org no later than 3:00 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the Planning Commission prior to the start of the meeting and made part of the legislative record.
 - b. Submit a request to speak by no later than 3pm on the day of the meeting by using the form <https://forms.gle/WLDwSYWG3Pr8wXQL9> emailing the Planning office at planning@oxnard.org, or calling (805) 385-7858.
3. PROVIDING PUBLIC COMMENTS DURING THE MEETING
 - a. Speakers shall have up to three minutes to speak.
 - b. If you wish to speak during public comments or a particular item on the agenda, please follow the below instructions:
 1. Dial phone number (888) 475-4499
 2. Enter the meeting ID: 832 9633 5214
 3. Enter the meeting passcode: 806829
 4. Wait in the Zoom waiting room. Once the Chair calls for public speakers, press *9 to raise your hand to inform the recording secretary you would like to speak.
 - c. Public comments on items not on the agenda shall be taken at the beginning of the meeting. If there are more speakers than can be accommodated during thirty minutes, additional speakers who will be given an opportunity to speak at the end of the meeting.
 - d. Public comments on items on the agenda shall be taken following the announcement of the item.

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.

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 – January 18, 2024

E. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS**F. PUBLIC HEARING**

1. **Project Name: 5208-5230 Cypress Road Acquisition General Plan Conformity;** Planning and Zoning Permit No. 24-625-01 (General Plan Conformity Determination); Located at 5208-5230 Cypress Road; APN(s): 222-0-042-120, 222-0-042-110. A request that the Planning Commission adopt a resolution affirming that the City of Oxnard's acquisition of real property located at 5208-5230 Cypress Road for a future potential housing development is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council acquire the property. The request is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5). Requested by Elsa Brown, Development Manager, on behalf of the City of Oxnard, 435 South D Street, Oxnard, CA 93030.

City Staff: Serena Gonzalez, Assistant Planner

Recommendation: That the Planning Commission:

- a. Find the acquisition of real property located at 5208-5230 Cypress Road 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 2024-XX affirming that the City of Oxnard's acquisition of real property located at APN(s): 222-0-042-120 and 222-0-042-110 is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City

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Council order the acquisition.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/hU5orF1GBcU>

2. **Project Name: Meta Street Property Acquisition General Plan Conformity;** Planning and Zoning Permit Number 24-625-03 (General Plan Conformity Determination); Located on Meta Street between 5th Street and 6th Street; APN 201-0-213-150. A request that the Planning Commission adopt a resolution affirming that the City of Oxnard's acquisition of real property located at APN 201-0-213-150 on Meta Street between 5th Street and 6th Street is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council acquire the property. The request is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5). Requested by Emilio Ramirez, Housing Director, on behalf of the City of Oxnard, 435 South D Street, Oxnard, CA 93030.

City Staff: Joe Pearson II, Planning and Environmental Services Manager

Recommendation: That the Planning Commission:

- a. Find the acquisition of unimproved real property located on Meta Street and referenced with APN 201-0-213-150 is 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 2024-XX affirming that the City of Oxnard's acquisition of unimproved real property located at APN 201-0-213-150 is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/22_IXjAik1g

3. **Project Name: 3941-3951 Saviers Road Acquisition General Plan Conformity;** Planning and Zoning Permit Number 24-625-04 (General Plan Conformity Determination); Located on 3941 and 3951 Saviers Road; APN 205-0-275-265. A request that the Planning Commission adopt a resolution affirming that the Housing Authority of the City of Oxnard's acquisition of a eight unit apartment complex is in conformance with the City of Oxnard 2030 General Plan and recommending that the Board of Commissioner acquire the property. The request is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5). Requested by Emilio

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Ramirez, Housing Director, on behalf of the City of Oxnard, 435 South D Street, Oxnard, CA 93030.

City Staff: Joe Pearson II, Planning and Environmental Services Manager

Recommendation: That the Planning Commission:

- a. Find the acquisition of 3941 and 3951 Saviers Road and referenced with APN 205-0-275-265 is 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 2024-XX affirming that the City of Oxnard's acquisition of 3941 and 3951 Saviers Road and referenced with APN 205-0-275-265 is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/CXCf7pAbnoI>

4. **Project Name: MGB Speedy Mart Alcohol Special Use Permit;** Planning and Zoning Permit No. 23-510-04 (Special Use Permit - Alcohol): Located at 1055 Patterson Road; APN: 185-0-120-035. A request for approval of a Special Use Permit (SUP) to upgrade existing type 20 license (beer and wine) to an Alcohol Beverage Control (ABC) License Type 21 license to sell distilled spirits for off-site consumption at an exiting 3,042 square-foot commercial suite within a 8,214 square-foot building for the existing convenience store/market. The project is exempt from environmental review pursuant to Section 15301 (Existing Facilities), Class 1 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Alex Woo, Designated Agent, on behalf of property owner Oceana Plaza LLC, 300 E Esplanade Dr., Oxnard CA 93036.

City Staff: Marcum Caldwell, Associate Planner

Recommendation: That the Planning Commission:

- a. Find the Project to be Categorical Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and
- b. Adopt Resolution 2024-XX approving Planning and Zoning Permit No. 23-510-04 (Special Use Permit - Alcohol), subject to certain findings and conditions.

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Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/aWH1PthwtKE>

5. **Project Name: Golden Egg Cafe-Alcohol Special Use Permit;** Planning and Zoning Permit No. 24-510-01 (Special Use Permit - Alcohol); Located at 1651 South Victoria Avenue, Suite 120; APN: 188-0-310-045. A request for approval of a Special Use Permit (SUP) for a new Type 41 Alcoholic Beverage Control (ABC) License (beer and wine-eating place) to an existing restaurant. The project is exempt from environmental review pursuant to Section 15301 (Existing Facilities), Class 1 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Alicia Hernandez, Business Owner, on behalf of property owner Shahram Afshani, 9100 Wilshire Boulevard, Suite 360E, Beverly Hills, CA, 90212.

City Staff: Juan Carlos Torres, Associate Planner

Recommendation: That the Planning Commission:

- c. Find the Project to be Categorically Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities); and
- d. Adopt Resolution 2024-XX approving Planning and Zoning Permit No. 24-510-01 (Special Use Permit - Alcohol), subject to certain findings and conditions.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/ldbdw44jtt0>

G. STUDY SESSION/REPORTS

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

Project Planner: Joe Pearson II, Planning and Environmental Services Manager

Recommendation: That the Planning Commission receive this report and consider providing language in writing for adoption at a future meeting or creating a subcommittee pursuant to the provisions of the Bylaws.

2. **Project Name:** Discussion of Future Study Session / Reports

Project Planner: Joe Pearson II, Planning and Environmental Services Manager

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Recommendation: That the Planning Commission receive this report and consider requesting that staff return with items as requested by the Commission for future agendas under Study Session / Reports.

H. PLANNING COMMISSION BUSINESS

I. COMMUNITY DEVELOPMENT STAFF UPDATES

J. ADJOURNMENT

FUTURE MEETINGS

Regular Meeting: Thursday, April 18, 2024, 6:00 p.m., Council Chambers

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Draft
OXNARD PLANNING COMMISSION
Thursday, January 18, 2024

A. ROLL CALL

1. At 6:01 pm the Oxnard Planning Commission convened in the Oxnard Chambers.
2. Chair Arruejo, Vice Chair Dr. Stewart, and Commissioners Dr. Lopez, Nash, and Zielsdorf were present. Commissioners Connelly and Schuelke were absent.
3. Staff members present were: Joe Pearson II, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; Donat Routhier, Associate Traffic Engineer; Debbie O'Leary, Transportation Planner; and Christen Guzman, Administration Services Technician.
4. Chair Arruejo presided and called the meeting to order.

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

1. Commissioner Dr. Lopez led the Pledge of Allegiance.

C. PUBLIC COMMENTS - On Items Not On The Agenda

1. None

D. CONSENT AGENDA

1. APPROVAL OF MINUTES - December 7, 2023

MOTION:

Commissioner Nash moved and Commissioner Zielsdorf seconded the motion of approval for the consent agenda item D.1 with the following amendments:

December 7, 2023 Motion Vote for Item F.1, F.2, and F.3 shall be revised as follows:

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash and Zielsdorf voted in favor. Commissioners Connelly and Dr. Lopez were absent. The motion carried 4:0:0¹.

December 7, 2023 Item F3 shall be revised as follows:

Verbal comments received by public speakers ~~E~~Karla Alejandra in opposition of the project, Elizabeth Valeria, project architect, for the project team, and Diana Velzy who raised concern regarding parking and traffic, but noted the improved design.

¹ In Favor: Against: Absent: Abstain: Recused

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VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0².

E. NOMINATIONS AND ELECTIONS

1. Nomination and Election of the Planning Commission Chair and Vice Chair to Serve for Calendar Year 2024

Chair Arruejo introduced the items and reminded the Commissioners of the general order from the December 7, 2023 meeting to wait to hold the election until the seventh commissioner has been appointed. With the appointment of Commissioner James Schuelke, the order is no longer needed.

MAIN MOTION:

Commissioner Nash moved and Commissioner Dr. Lopez seconded the motion to postpone the nomination of chair and vice chair the item to the next meeting attended by all seven members of the Commission.

AMENDED MOTION

Chair Arruejo moved and Commissioner Nash seconded the motion to amend the motion to add language that would keep the item on the agenda until all seven members are present or until the first meeting in March, at which time the nominations would move forward.

AMENDED MOTION VOTE

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0.

MAIN MOTION VOTE

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0.

F. EX PARTE DECLARATIONS FOR PUBLIC HEARING ITEMS

² In Favor: Against: Absent: Abstain: Recused

1. None

F. PUBLIC HEARING

1. **Project Name: Project Name: 3250 Saviers Road Property Acquisition;** Planning and Zoning Permit No. 23-625-06 (General Plan Conformity Determination) - 2030 General Plan Conformity Determination for Acquisition of the property located at 3250 Saviers Road; (APN: 219-0-031-065). A request that the Planning Commission adopt a resolution affirming that the City of Oxnard's acquisition of real property located at 3250 Saviers Road for Right of Way purposes is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council acquire the property. The request is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5). Requested by Donat Routhier, Associate Traffic Engineer, on behalf of the City of Oxnard, 214 South C Street, Oxnard, CA 93030.

City Staff: Joe Pearson II, Planning Environmental Services Manager

Recommendation: That the Planning Commission:

- a. Find the partial acquisition of unimproved real property located at 3250 Saviers Road 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 2024-01 affirming that the City of Oxnard's acquisition of real property located at APN 219-0-031-065 is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

Joe Pearson II, Planning Environmental Services Manager provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/URyR7x5Lo-4>

City Staff including: Joe Pearson, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; Donat Routhier, Associate Traffic Engineer; Debbie O'Leary, Transportation Planner were available for questions.

No verbal comments or questions were received by Commissioners

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

No verbal comments received by public speakers

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

Discussion ensued among the Commissioners and staff about several topics, including: diagrams of the proposed improvements, timing/need for the request, and right of way easement vs fee acquisitions.

MOTION:

Commissioner Nash moved and Commissioner Zielsdorf seconded the motion to find the acquisition of unimproved real property located at 3250 Saviers Road exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5); and adopt Resolution 2024-01 affirming that the City of Oxnard's acquisition of real property located at 3250 Saviers Road for Right of Way purposes is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0.

2. **Project Name: Project Name: 5101 Saviers Road Property Acquisition;** Planning and Zoning Permit No. 23-625-07 (General Plan Conformity Determination) - 2030 General Plan Conformity Determination for Acquisition of the property located at 5101 Saviers Road; (APN: 222-0-102-015). A request that the Planning Commission adopt a resolution affirming that the City of Oxnard's acquisition of real property located at 5101 Saviers Road for Right of Way purposes is in conformance with the City of Oxnard 2030 General Plan and recommending that the City Council acquire the property. The request is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5). Requested by Donat Routhier, Associate Traffic Engineer, on behalf of the City of Oxnard, 214 South C Street, Oxnard, CA 93030.

City Staff: Joe Pearson II, Planning Environmental Services Manager

Recommendation: That the Planning Commission:

- a. Find the partial acquisition of unimproved real property located at 5101 Saviers Road 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 2024-02 affirming that the City of Oxnard's acquisition of real property located at 5101 Saviers Road (APN: 222-0-102-015) is in conformance with

the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

Joe Pearson II, Planning Environmental Services Manager provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/OuxOFu03n2Q>

City Staff including: Joe Pearson, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; Donat Routhier, Associate Traffic Engineer; Debbie O'Leary, Transportation Planner were available for questions.

No verbal comments or questions were received by Commissioners

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

No verbal comment received by a public speaker.

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

MOTION:

Commissioner Nash moved and Commissioner Zielsdorf seconded the motion to find the acquisition of unimproved real property located at 5101 Saviers Road exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and Section 15378(b)(5); and adopt Resolution 2024-02 affirming that the City of Oxnard's acquisition of real property located at 5101 Saviers Road for Right of Way purposes is in conformance with the City of Oxnard 2030 General Plan, and recommending that the City Council order the acquisition.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0.

3. **Project Name: Mister Softee Commissary;** Planning and Zoning Permit No. 23-500-03 (Special Use Permit); 811 Mercantile Street (APN: 204-0-172-080). A request to allow for the renovation and tenant improvement of an existing 8,400 square foot warehouse building on a 23,286 square foot parcel. The project proposes to convert 4,290 square feet of an existing tenant space into a new mobile food commissary and will also include a 575 square foot truck wash area and 262 square foot trash enclosure within 9,458 square feet of existing yard space. Parking for seventeen (17) food trucks will be located within the

existing exterior yard space. The project is exempt from environmental review pursuant to Sections 15301 (Class 1, Existing Facilities) and 15303(c) (Class 3, New Construction Or Conversion Of Small Structures) Filed by property owner, Jeffery Hiller, 3350 William Drive, Newbury Park, CA 91320.

City Staff: Lisa Gordon, Senior Contract Planner

Recommendation: That the Planning Commission:

- a. Find the project to be Categorically Exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15301 (Class 1, Existing Facilities) and 15303(c) (Class 3, New Construction Or Conversion Of Small Structures); and
- b. Adopt Resolution 2024-03 approving Planning and Zoning Permit No. 23-500-03 (Special Use Permit), subject to certain findings and conditions.

Lisa Gordon, Senior Contract Planner provided the required Measure M pre-recorded presentation video outlining the request which was posted with the agenda: <https://youtu.be/zyeMhBMQHDE>

City Staff and Consultants Including: Joe Pearson, Planning & Environmental Services Manager; Ken Rozell, Chief Assistant City Attorney; and Lisa Gordon, Senior Contract Planner were available for questions.

The applicant Lizette Elenas, Architect and Jeffery Hiller, Property Owner were available for questions.

Verbal comments and questions were received by Commissioners Zielsdorf, Commissioners Nash, Vice Chair Dr. Stuart, and Chair Arruejo on trash and grease interceptor, pest control, relationship to existing businesses, type of food prep, hours of operation were discussed.

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

No verbal comments received by public speakers.

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

Discussion ensued among the Commissioners and staff about several topics, including: Benefits to the community the project will bring, and excitement for a new business in the community. solar energy to help during a natural disaster or power outage, public meetings regarding lighting and graffiti and the notices mailed.

MOTION:

Commissioner Nash moved and Commissioner Zielsdorf seconded the motion to Find the project to be Categorically Exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15301 (Class 1, Existing Facilities) and 15303(c) (Class 3, New Construction Or Conversion Of Small Structures); and Adopt Resolution 2024-03 approving Planning and Zoning Permit No. 23-500-03 (Special Use Permit), subject to certain findings and conditions.

MOTION VOTE:

Chair Arruejo, Vice Chair Dr. Stewart, Commissioners Nash, Dr. Lopez, and Zielsdorf voted in favor. Commissioners Connelly and Schuelke were absent. The motion carried 5:0:2:0:0.

G. STUDY SESSION/REPORTS

1. **None**

H. PLANNING COMMISSION BUSINESS

1. Commissioner Nash acknowledged the recent MLK holiday and Vice Chair Dr Stewart contribution to bring that event forward.
2. Vice Chair Dr. Stewart thanked Commissioner Nash for his comments and acknowledged the committee of individuals that work to put on the event.
3. Chair Arruejo welcomed the new year and stated that he looked forward to the new year and had Christen Guzman introduce herself, and welcomed her.

I. COMMUNITY DEVELOPMENT STAFF UPDATES

1. Joe Pearson II commented that the final map for the Encanto homes project was approved by City Council and noted that the new commissioner (James Schulke) had been appointed. He also mentioned the upcoming workshop Ventura County Short Range Transit Plan being held by the County of Ventura and the local transportation agencies. Lastly, he noted that the February 1, 2024 meeting will be canceled.

J. ADJOURNMENT

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

FUTURE MEETINGS

Regular Meeting: Thursday, February 1, 2023, 6:00 p.m, Oxnard Chambers

Ronald Arruejo,
Chair

ATTEST _____
Joe Pearson II,
Planning & Environmental Services Manager