

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 4:0:12:0:0¹.

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

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.

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

1. None

² In Favor: Against: Absent: Abstain: Recused

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

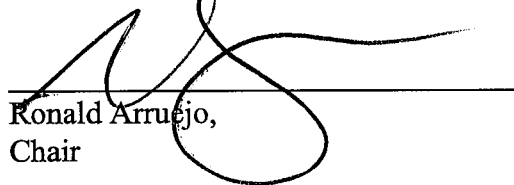
1. Joe Pearson II commented that the final map for the Encanto homes project was approved by City Council and noted that the new commissioner (James Schulke) had been appointed. He also mentioned the upcoming workshop Ventura County Short Range Transit Plan being held by the County of Ventura and the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

J. ADJOURNMENT

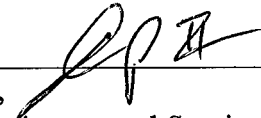
1. At 6:50 pm., the Planning Commission concurred to adjourn.

FUTURE MEETINGS

Regular Meeting: Thursday, February 1, 2024, 6:00 p.m, Oxnard Chambers



Ronald Arruejo,
Chair

ATTEST 

Joe Pearson II,
Planning & Environmental Services Manager