

DESIGN REVIEW COMMITTEE AGENDA

Brian Brodersen, Chair
 Fiona Dunne, Vice-Chair
 Albert Antelman, Member
 Tyson Cline, Member
 Daniel Saltee, Member

Peter Gilli, Community Development Director
 Neda Zayer, Assistant Community Development Director
 Andy Heglund, Senior Assistant City Attorney
 Julie Stuva, Recording Secretary

REGULAR MEETING

WEDNESDAY, JANUARY 22 - 6:00 P.M.

COMMUNITY MEETING ROOM, 501 POLI STREET

The public has the opportunity to address the Committee on any item appearing on the agenda. Persons wishing to address the Committee should fill out a "Speaker Form." If you wish to comment on an item and do not want to speak before the Committee, you may complete the "Comment" portion of the form. This form is located on the table inside the Council Chambers door. The Chairperson will acknowledge comments for the record.

The Design Review Committee has adopted Protocols for how their meetings are run. These Protocols are available at <https://www.cityofventura.ca.gov/DocumentCenter/View/8415>

	Written Rebuttal Submissions	Written Day of Hearing Submissions	PowerPoint Presentations
Submittal Date & Time	January 20, 2020 5:00 PM	January 22, 2020 5:00 PM	January 21, 2020 Noon (to test compatibility) January 21, 2020, 5 PM
Page Limitation (Single-sided equivalent)	10 pages maximum, including exhibits	2 pages maximum, including exhibits	2 pages maximum, including exhibits
Number of copies to be submitted	20 copies	20 copies	10 copies

Pursuant to the Rules of Procedures, the Design Review Committee has adopted a five minutes limit on speaker presentations. The Committee may adjust the time limit if deemed appropriate. A final decision reached by the Committee may be appealed to the City Council by filing required forms and paying the necessary fee to the City Clerk within ten calendar days after the action date.

ROLL CALL

PUBLIC COMMUNICATIONS – Public Communications is the time set-aside during the Committee meetings for members of the public to address the Committee on planning related business other than scheduled agenda items. Persons wishing to address the Committee during the Public Communications period of the meeting should fill out a speaker form prior to the Committee reaching this point on the agenda.

AGENDA MANAGEMENT – The DRC shall be provided a brief overview of the agenda, and the DRC Chair may entertain any requests to continue items and/or to rearrange the order of items appearing on this agenda. Applicants and interested parties are advised that 6:00 PM is the potential starting time for all hearing items.

NEW BUSINESS – Matters appearing under this section are particular to the Design Review Committee's duties under the Municipal Code as it relates to determining organization and meeting times.

1. [Nomination and selection of Chair and Vice Chair to serve for the year 2020.](#)

CONSENT ITEM

2. [Approval of the DRC November 20, 2019 Meeting Minutes.](#)

RECOMMENDED ACTION

Approve, as presented.

CONTINUED FORMAL ITEM

3. [PROJ-13726 – Target Beacon Sign and Drive-up Parking Sign Variance located at 245 South Mills Road](#)
[Sign Variance to install an “Order Pick-up” beacon sign for Target near the southeast entrance of the parking lot adjacent to the drive-up parking spaces. The directional sign will be 12 square feet \(12 feet tall by 1 foot wide\), which exceeds the requirements for total square footage \(4 square feet\) and maximum height \(4 feet\) and on a 13.2 acre parcel lot that contains a portion of the parking \(474 uncovered parking spaces and 4 drive-up spaces\); Kacie Won, applicant; Limited Commercial \(C-1A\)/ Commerce \(C\) zone; Case No.: SV-7-19-51265](#)

RECOMMENDED ACTION

Approve the Sign Variance subject to conditions.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities).

Staff: Monique Gil, Associate Planner

FORMAL ITEMS

4. [PROJ-13941 – Sign Program & Variance for Portside Harbor Development located at 947 Schooner Drive](#)
[Formal Design Review of a new Sign Program and Sign Variance for the Portside Harbor Development project. The Sign Program and Sign Variance includes two monument signs and Buildings “W” tenant signage for four retail spaces and seventeen live/work units. Minor Change to the previously approved Coastal Development Permit is also required for the proposed Sign Program and Sign Variance. The project is located at Portside Ventura Harbor; Vogue Sign Company, applicant; Harbor Mixed Use/Harbor](#)

Commercial zone; Case Nos: DRC-10-19-52543, SV-12-19-53694, MC-10-19-52544

RECOMMENDED ACTION

Approve the Sign Program and Sign Variance subject to conditions.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities).

Staff: Maruja Clensay, Senior Planner

5. **PROJ-8647 – Ultra Storage Sign Variance located at 2701 Golf Course Drive Formal Design Review of a Sign Variance to allow an additional wall sign for a total of two all signs instead of the one allowed by code for a 78,359 square-foot self-storage facility located on a 3.6-acre lot; Michael Reese, applicant; Manufacturing Planned Development (MPD/ Industry (I) zone; Case No.: SV-10-19-52447**

RECOMMENDED ACTION

Conditionally approve the applicant's requested Sign Variance.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities).

Staff: Tim Rosenstein, Associate Planner

6. **PROJ-13659 – Coffee Shop and Fitness Center located at 760 S. Seaward Avenue Request for Conceptual Design Review for a commercial project that includes a 37,000 square-foot fitness facility and a 2,000 square-foot drive-through dining facility on 3.3 acres currently occupied by the Golden China Restaurant; Onpoint Development, applicant; Commercial Tourist Oriented (CTO)/Planned Commercial (CP) zone; Case No.: CDRC-9-19-51921**

RECOMMENDED ACTION

Provide conceptual comments.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Not required for this action.

Staff: Tim Rosenstein, Associate Planner

7. **Approval of the Design Review Committee 2020 Meeting Calendar and revised Rules of Procedure.**

RECOMMENDED ACTION

Approve, as presented.

Staff: Neda Zayer, Assistant Community Development Director

STAFF COMMUNICATION

ADJOURNMENT

Staff Reports relating to this agenda are available in the Planning Counter, 501 Poli Street, Room 117, Ventura, during normal business hours as well as on the City's Web Site – <https://ca-ventura.civicplus.com/AgendaCenter/Design-Review-Committee-11>. Materials related to an agenda item submitted to the Planning Division after distribution of the agenda packet are available for public review at the Planning Public Counter, 501 Poli Street, Room 117, Ventura CA 93001.

This agenda was posted on Wednesday, January 15, 2020 by 5:00 p.m. on the City Hall Public Notices Board and on the Internet.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Office at 654-7894 or the California Relay Service at (866) 735-2929. Notification of 72 hours in advance of meeting will enable the City to make reasonable arrangements for accessibility to this meeting.