

# PLANNING COMMISSION AGENDA

David Ferrin, Chair  
 Jane Farkas, Vice-Chair  
 Mark Abbe, Commissioner  
 Rob Corley, Commissioner  
 Laura Kay Dunbar, Commissioner  
 Nancy Butler Francis, Commissioner  
 Dan Long, Commissioner

Peter Gilli, Community Development Director  
 Peter Lyons, Interim Asst. Community Dev. Director  
 Andy Heglund, Senior Assistant City Attorney  
 Scott Kolwitz, Principal Planner  
 Julie Stuva, Recording Secretary

# DESIGN REVIEW COMMITTEE AGENDA

Brian Brodersen, Chair  
 Fiona Dunne, Vice-Chair  
 Albert Antelman, Member  
 Tyson Cline, Member  
 David Ferrin, Member

Peter Gilli, Community Development Director  
 Peter Lyons, Interim Asst. Community Dev. Director  
 Scott Kolwitz, Principal Planner  
 Julie Stuva, Recording Secretary

**JOINT MEETING  
 WEDNESDAY, AUGUST 21, 2019 – 6:00 P.M.  
 COMMUNITY MEETING ROOM, 501 POLI STREET**

The public has the opportunity to address the Commission/Committee on any item appearing on the agenda. Persons wishing to address the Commission/Committee should fill out a "Speaker Form." If you wish to comment on an item and do not want to speak before the Commission/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 Planning Commission has adopted Protocols for how their meetings are run. These Protocols are available at <https://www.cityofventura.ca.gov/DocumentCenter/View/8414>**

**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>**

Evidence may be submitted for agenda items provided they are compliant with the following specifications:

|   | Written Rebuttal Submissions         | Written Day of Hearing Submissions  | PowerPoint Presentations   |
|---|--------------------------------------|-------------------------------------|--|
| Submittal Date & Time                     | August 19, 2019<br>5:00 PM           | August 21, 2019<br>5:00 PM          | August 20, 2019, Noon (to test compatibility)<br>August 20, 2019, 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 Committee/Commission has adopted a five minutes limit on speaker presentations. The Committee/Commission may adjust the time limit if deemed appropriate. A final decision reached by the Committee/Commission 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 – PLANNING COMMISSION**

**ROLL CALL – DESIGN REVIEW COMMITTEE**

**PLEDGE OF ALLEGIANCE**

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

**FORMAL ITEMS – PLANNING COMMISSION ONLY**

1. [PROJ-12758 – Poinsettia Plaza \(Aldi\) Modifications – Request for Planned Development Permit Amendment for the demolition of a 15,650 square-foot portion of an existing shopping center and construction of a new 19,456 square-foot building in its place to house an ALDI grocery store, with a Concurrent Minor Variance for a 2-foot setback along Donlon Street whereas setback 30 feet is required by the Tract, and 20 feet as required by the CPD zoning regulations, and a Concurrent Minor Variance to allow an 8-foot tall wall along Donlon Street to screen the new loading dock, where 6-feet is the maximum allowed. Work includes comprehensive façade refurbishment for the remaining buildings, replanting landscaping throughout the center, and a pedestrian path from Telephone Road through the parking lot to the ALDI store. With this project, the shopping center would consist of a 157,010 square-feet with 615 parking spaces and 54 bike parking spaces on an approximately 11.7 acres across 4 parcels located at 4250, 4300, 4360 East Main Street; 4673, 4687, 4711, 4731 Telephone Road in the Commercial Planned Development zone \(CPD\); Sean Unsell, Retail Design Collaborative, applicant.](#)

**Case No.:**

**PDA-12-18-48185**

**RECOMMENDED QUASI-JUDICIAL ACTION**

Approve, subject to conditions.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Class 1, Existing Facilities) & 15302 (Class 2, Replacement or Reconstruction).

Staff: Tim Rosenstein, Associate Planner

**CONSENT ITEM – DESIGN REVIEW COMMITTEE & PLANNING COMMISSION**

2. Approval of the [Joint DRC and PC May 15, 2019, June 19, 2019 and July 17, 2019 Meeting Minutes](#).

RECOMMENDED ACTION

Approve, as presented.

**CONCEPTUAL ITEMS – DESIGN REVIEW COMMITTEE & PLANNING COMMISSION**

3. [PROJ-13448 – Orchid Gardens Apartments – Request for Conceptual Design Review to convert the existing 2,219 square foot Thille Farm caretaker house into two apartments \(including a partial demolition\), to demolish an existing 100 square foot shed, and to construct 16 additional townhomes/apartments with 27 on-site parking spaces, 1 bicycle parking rack, and ornamental landscaping on two parcels totaling 30,576 square feet \(0.71 acres\) located at 5445 Thille Street in the Residential Planned Development \(RPD-11\) zone; Steve Hoard, applicant.](#)

**Case No.:**

**CDRC-5-19-50181**

RECOMMENDED ACTION

Continued to a date uncertain.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Not required for this action.

Staff: Monique Gil, Assistant Planner

4. [PROJ-13386 – The Wash Express Carwash – Request for Conceptual Design Review of a new 4,395 square-foot express car wash with two entrance lanes, 16 vacuum stalls, and three standard stalls on a 0.56 acre parcel located at 4107 East Main Street in the General Commercial \(C-2\) zone; James Sandefer, applicant.](#)

**Case No.:**

**CDRC-4-19-49834**

RECOMMENDED ACTION

Provide comments.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Not required for this action.

Staff: Barbara Burkhart, Contract Planner

**CONTINUED FORMAL ITEM – DESIGN REVIEW COMMITTEE & PLANNING COMMISSION**

5. [PROJ-11817 – 58 Kellogg Street Apartments – Request for a Zone Change from Limited Industrial \(M-1\) to Multi-Family Residential \(R-3-1, 800-foot minimum lot area for each dwelling unit\), Formal Design Review, and a Planned Development Permit for the demolition of two industrial buildings \(approximately 4,200 square feet total\) and constructing two 3-story residential apartment buildings containing 30 units totaling 21,826 square feet with 40 grade-level parking spaces. The Planned Development Permit includes a concurrent minor variance to permit four \(4\) private patios to encroach more than six \(6\) feet into the required 20-foot front yard setback as well as to exceed the 50% maximum rear yard coverage by 1.25% to accommodate covered parking. The project site is located on a 33,800 square-foot \(0.77 acre\) property located at 58 Kellogg Street in the Limited Industrial Zone \(M-1\); Miller Family Trust, applicant.](#)

**Case Nos.:**

**DRC-9-17-42165  
PD-10-17-42278  
Z-3-18-44462  
EIR-10-17-42279**

**RECOMMENDED QUASI-JUDICIAL ACTION**

**Design Review Committee:**

- a. Approve the Mitigated Negative Declaration (MND) and Design Review Permit, subject to conditions of approval.

**Planning Commission:**

- a. Approve the Mitigated Negative Declaration (MND) and Planned Development Permit, subject to conditions of approval.
- b. Forward a Recommendation to the City Council to Approve the MND and Approve the Zone Change.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Adopt the Mitigated Negative Declaration (EIR-10-17-42279) which has been prepared pursuant to CEQA Guidelines Section 15070-15075. Mitigations identified to reduce potential impacts in the following categories to less than significant levels: Cultural Resources, Hazards and Hazardous Materials, and Tribal Cultural Resources.

Staff: Maruja Clensay, Senior Planner

**COMMISSION COMMUNICATION ITEMS** – One or more of the Planning Commissioners may report on and/or provide summary explanations regarding the following items; however, no action or further deliberation is scheduled on these items.

- **Historic Preservation Committee (HPC)** – Staff will report items discussed at the July 24, 2019 meeting. The next regular meeting of the HPC has been scheduled to occur on August 28, 2019.
- **Design Review Committee (DRC)** – Nothing to report since the August 7, 2019 DRC meeting has been canceled. The next regular meeting of the DRC has been scheduled to occur on September 4, 2019.
- **Other Commission Communications** – Commissioners may report on other recently attended advisory meetings or other recent or upcoming meetings, conferences, or programs that may be of interest to the Commission and the public.

**ADJOURNMENT – PLANNING COMMISSION**

**RECONVENE DESIGN REVIEW COMMITTEE**

**CONSENT ITEM – DESIGN REVIEW COMMITTEE ONLY**

6. **Approval of the [DRC April 17, 2019](#) and [May 1, 2019](#), [Joint HPC/DRC June 5, 2019](#) and [DRC July 3, 2019 Meeting Minutes](#).**

RECOMMENDED ACTION

Approve, as presented.

**CONCEPTUAL ITEM – DESIGN REVIEW COMMITTEE ONLY**

7. **[PROJ-13658 – House Sheridan Apartments – Request for Conceptual Design Review for a new 10-unit apartment development with 13 on-site parking spaces, bicycle parking spaces, and ornamental landscaping proposed on a 12,500 square-foot \(0.29 acre\) project site located at 637 Sheridan Way in the Multi-Family Residential \(R-3-5\) zone; Jason Rothman, applicant.](#)**

**Case No.:**

**CDRC-8-19-51493**

RECOMMENDED QUASI-JUDICIAL ACTION

Provide comments.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Not required for this action.

Staff: Maruja Clensay, Senior Planner

**STAFF COMMUNICATION** – Staff may report on and provide summary explanations on the following items; however, no action or further deliberation is scheduled on these items.

**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, August 14, 2019 by 12:00 noon 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.