

ADMINISTRATIVE PUBLIC HEARING AGENDA

Peter Gilli, Administrative Hearing Officer

Antoinette Mann, Recording Secretary

REGULAR MEETING: THURSDAY, SEPTEMBER 9, 2021 – 6:00 P.M. WEBEX EVENT

CITY HALL IS CLOSED TO THE PUBLIC DUE TO THE NOVEL CORONAVIRUS (COVID-19). THE PUBLIC MAY ELECTRONICALLY ATTEND THE ADMINISTRATIVE PUBLIC HEARING AND PROVIDE COMMENT. THE ADMINISTRATIVE PUBLIC HEARING VIA TELECONFERENCE PER EXECUTIVE ORDER [N-29-20](#). PLEASE REFER TO THE INSTRUCTIONS BELOW TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE ADMINISTRATIVE PUBLIC HEARING AND PROVIDE PUBLIC COMMENT.

Join a WebEx meeting LIVE:

<https://cityofventura.webex.com/cityofventura/onstage/g.php?MTID=eca767abf4774421bf1c9ab3ad1f798ac>

NOTE: WebEx link only works while meeting is LIVE. After meeting has ended, use the Archived Video link to view the meeting. *You must join the WebEx Meeting to provide Public Comment.*

Join with only an “audio” connection: 1-408-418-9388/ Access Code: **182 714 9347**

WebEx recommends using Chrome, FireFox or Edge browser when joining and providing live comment at the meeting. You are encouraged to download the WebEx App.

Watch a live stream of the meeting at <https://www.cityofventura.ca.gov/718/Videos>, YouTube at <https://www.Youtube.com/cityofventura/live> or on Cable TV – Channel 15, live and replayed as listed on CAPS media schedule.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Submit your comments via email by **4:00 pm** on the Administrative Public Hearing date of **September 9, 2021**. Please submit your comment using this form, www.cityofventura.ca.gov/publicinput or send an email to permits@cityofventura.ca.gov (up to 1000 characters). When sending an email, please indicate in the Subject Line, the Agenda item number (i.e., Item No. 8A). Your form/email will be read by Administrative Hearing Officer and placed into the item’s record at the meeting. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. All comments received by the conclusion of the agenda will be made part of the record.

You may also scan the QR Code below to access the form to submit public comments or comments related to a specific agenda item via email before the meeting or during the meeting.



TO PROVIDE PUBLIC COMMENT LIVE:

You must attend the WebEx Meeting with audio connected to your computer/device, you will see Chat on your screen. You can write, “I would like to speak on Agenda Item #1_ in the Chat feature. During the discussion of the item, the Administrative Hearing Officer will call for public comment. The Virtual Meeting Host will announce those requesting to speak and unmute your mic allowing you to speak to the Administrative Hearing Officer. You will be heard, but not visible on screen. You will have 3 minutes to provide your comments. When you finished, your mic will be muted.

Public Hearing Notices and **any materials related to an agenda item submitted to the Administrative Hearing Officer after distribution of the agenda packet** are available on the City’s website: <https://www.cityofventura.ca.gov/AgendaCenter/Administrative-Hearing-Officer-34>.

PUBLIC COMMUNICATIONS – Public Communications is the time set-aside during the hearing for members of the public to address the Hearing Officer on planning related business other than scheduled agenda items.

CONSENT ITEM

1. [Approval of the Administrative Public Hearing August 12, 2021 Meeting Minutes.](#)

Recommendation: Approve, as presented.

CONTINUED ITEM

2. **PROJ-14945 – Spencer Residence Administrative Variances located at 2145 Hyland Avenue.**

Request for Administrative Variances to exceed the lot coverage and reduce the side and rear yard setback for a 1,195 square foot addition to an existing 1,574 square foot single-family residence on a 0.13-acre site in the R-1-7 (Single Family) zone with a land use designation of Neighborhood Low.

Recommendation: Approve the Administrative Variances, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15305 Minor Alterations.

Case Planner: Kevin Kohan, Contract Planner

Applicant: Patty and Scott Spencer, Pablo Garcia

Materials: [staff report](#), [project admin order](#), [project plans](#), [public comment](#)

FORMAL ITEMS

3. **PROJ-15166 – Santa Clara Lot Line Adjustment located at 940 East Santa Clara Street.**

Request for a Lot Line Adjustment to merge a 0.5-acre lot (APN 073-0-143-250) into a 0.05-acre lot (APN 073-0-143-340) on the T4.1 (Urban General) zone within the Downtown Specific Plan.

Recommendation: Approve the Lot Line Adjustment, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15305, Class 5 Minor Alterations.

Case Planner: Kevin Kohan, Contract Planner

Applicant: Ryan Rae

Materials: [staff report](#), [project admin order](#), [project plans](#)

4. PROJ-15093 – Smithson Residence Administrative Coastal Development Permit located at 2960 Sailor Avenue.

Request for Administrative Coastal Development Permit to enclose a 121 square foot balcony on an existing single-family residence on a 4,500 square foot site in the R-1-6 (Single-Family) zone with a land-use designation of Existing Urban.

Recommendation: Approve the Administrative Coastal Development Permit, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15305 Minor Alterations.

Case Planner: Falak Fatima Zaidi, Associate Planner

Applicant: Mark Shellnut

Materials: [staff report](#), [project admin order](#), [project plans](#)

STAFF COMMUNICATION

ADJOURNMENT

This agenda was posted on Friday, September 3, 2021 at 4:48 pm on the City website, in the Public Meetings/Agenda Center:

<https://www.cityofventura.ca.gov/AgendaCenter/Administrative-Hearing-Officer-34>.

Pursuant to the California Government Code, please take notice as follows: If you challenge the action described in this notice in court, you may be limited to raising issues you or someone else raised at the Public Hearing, or in written correspondence delivered to the City of San Buenaventura at, or prior to the public hearing.

In compliance with American with Disabilities Act, if you need special assistance to participate in this meeting, call (805) 654-7869 or the California Relay Service at (866) 735-2929. Notification 72 hours in advance of the meeting will enable the city to make reasonable arrangement to ensure accessibility to the meeting.