

CITY OF VENTURA  
**PLANNING COMMISSION MINUTES**

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

Dave Ward, Interim Community Development Director  
Kylee Otto, Legal Counsel  
Scott Kolwitz, Principal Planner  
Julie Stuva, Recording Secretary

CITY OF VENTURA  
**DESIGN REVIEW COMMITTEE MINUTES**

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

Dave Ward, Interim Community Development Director  
Scott Kolwitz, Principal Planner  
Julie Stuva, Recording Secretary

**JOINT MEETING**

**WEDNESDAY, FEBRUARY 13, 2019 – 6:00 P.M.  
COUNCIL CHAMBERS, 501 POLI STREET**

Chair Ferrin called the meeting to order at 6:07 PM in the Council Chambers of Ventura City Hall.

**ROLL CALL: PLANNING COMMISSION**

Present: Commissioners Abbe, Corley, Francis, Long, Vice-Chair Farkas, and Chair Ferrin

Absent: Commissioner Dunbar

Staff: Dave Ward, AICP, Interim Community Development Director  
Kylee Otto, Special Counsel  
Joyce Parker-Bozylinski, Planning Consultant  
Scott Kolwitz, Principal Planner  
Maruja Clensay, Senior Planner  
Elizabeth Richardson, Senior Planner  
Don Nielsen, Associate Planner  
Jeff Hereford, Principal Civil Engineer  
Chandra Chandrashaker, Civil Engineer  
Julie Stuva, Recording Secretary

**PLEDGE OF ALLEGIANCE**

Chair Ferrin led the Commission in the Pledge of Allegiance.

**PUBLIC COMMUNICATIONS:** None

**NEW BUSINESS**

**1. Nomination and selection of Planning Commission Chair and Vice Chair to serve for the year 2019.**

RECOMMENDED ACTION

Approve, as presented.

**Chair Ferrin opened the floor for the nomination of the 2019 Chair of the Planning Commission.**

Commissioner Long nominated Chair Ferrin to serve as Chair of the Planning Commission for the 2019 calendar year. There being no further nominations presented, Chair Ferrin closed the nominations.

Upon call of the roll, the vote of the Planning Commission for Chair Ferrin to serve as Chair of the Planning Commission for the 2019 calendar year was as follows:

- AYES: Commissioners Abbe, Corley, Frances, Long, Vice-Chair Farkas and Chair Ferrin  
NOES: None  
RECUSED: None  
ABSTAIN: None  
ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

**Chair Ferrin opened the floor for the nomination of the 2019 Vice-Chair of the Planning Commission.**

Commissioner Abbe nominated Vice-Chair Farkas to serve as Vice-Chair for Planning Commission 2019. There being no further nominations presented, Chair Ferrin closed the nominations.

Upon call of the roll, the vote of the Planning Commission for Vice-Chair Farkas to serve as Vice-Chair of the Planning Commission for the 2019 calendar year was as follows:

- AYES: Commissioners Abbe, Corley, Frances, Long, Vice-Chair Farkas and Chair Ferrin  
NOES: None  
RECUSED: None  
ABSTAIN: None  
ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

**CONTINUED FORMAL ITEM**

2. **PROJ-12723 – Request for Code Amendment that would create a new use type and definitions for firearms and ammunition sales to permit firearm and ammunition sales in the Limited Industrial (M-1), General Industrial (M-2), and Manufacturing Planned Development (MPD) zones. To implement the project, various text amendments are proposed to the Zoning Ordinance including revisions to Definitions and the addition of a new Chapter 24.494 – Firearm and Ammunition Sales. There is no associated development project, only legislative changes to the City’s Municipal Code.**

**Case Nos.:** **OA-7-18-46110**  
**EIR-7-18-46109**

RECOMMENDED QUASI-JUDICIAL ACTION

Forward an Approval Recommendation to the City Council to Adopt the Negative Declaration (ND) and to Approve the Firearms and Ammunition Zoning Code Amendment.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

A Negative Declaration (EIR-7-18-46109) has been prepared pursuant to CEQA Guidelines Section 15070-15075.

Staff: Dave Ward, AICP, Interim Community Development Director

**SPEAKERS:**

**Staff:** Dave Ward, AICP, Interim Community Development Director; Scott Kolwitz, Principal Planner; Joyce Parker-Bozylinski, Planning Consultant

**Applicant:** City of Ventura (Applicant)

**Members of the Public:** Speaker Cards: Tom Harkins (Ventura); Written Comment Cards: Garrett Shoop

**Documents:** PowerPoint by Staff

**Ex Parte Communication:** Commissioner Long spoke with the City Attorney regarding this item to determine if he had any conflict between this Commission and another board that he services.

**Case Nos.:** **OA-7-18-46110**  
**EIR-7-18-46109**

Commissioner Long made a motion to approve Planning Commission Resolution No. **CD-2019-01** entitled:

**PLANNING COMMISSION RESOLUTION NO. CD-2019-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE  
CITY OF SAN BUENAVENTURA RECOMMENDING THAT THE CITY COUNCIL ADOPT AN  
ORDINANCE AMENDING DIVISION 24 OF THE SAN BUENAVENTURA MUNICIPAL  
CODE TO CREATE NEW USE TYPES AND DEFINITIONS FOR “FIREARM AND  
AMMUNITION SALES” AND TO AMEND THE LIMITED INDUSTRIAL (M-1), GENERAL  
INDUSTRIAL (M-2), AND MANUFACTURING PLANNED DEVELOPMENT (MPD) ZONES  
TO PERMIT FIREARMS AND AMMUNITION SALES  
PROJECT NO. 12723  
CASE NO.: OA-7-18-46110**

Vice-Chair Farkas seconded the motion.

Upon call of the roll, the vote of the Planning Commission was as follows:

AYES: Commissioners Abbe, Corley, Frances, Long, Vice-Chair Farkas and Chair Ferrin

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

### FORMAL ITEM

3. **PROJ-04633 – Request for Zone Change, a Planned Development Permit, and a Tentative Parcel Map for a lot split on a 1.72-acres (74,846 square feet) property with an existing 3,927 square foot single-family residence, a 441 square foot attached garage, and a second 1,100 square foot detached garage located 5565 Foothill Road in the Single Family Residential (R-1-1AC) Zone. The proposed zone change is from R-1-1AC to RPD-2U. The Tentative Parcel Map includes an 8.042 square foot Building Envelope within a 13,723 square foot Development Envelope on proposed Parcel 2 to confine future development; Steve Tedesco and Mary Tedesco, applicants.**

**Case Nos.:**

**Z-926  
LD-1012  
PD-880  
EIR-2499**

### RECOMMENDED QUASI-JUDICIAL ACTION

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

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Adopt the Mitigated Negative Declaration (EIR-2499) which has been prepared pursuant to CEQA Guidelines Section 15070-15075. Significant but mitigable effects on the environment are anticipated in the following categories: Biological Resources, Cultural Resources, and Tribal Cultural Resources.

Staff: Maruja Clensay, Senior Planner

**SPEAKERS:**

**Staff:** Scott Kolwitz, Principal Planner; Maruja Clensay, Senior Planner; Chandra Chandrashaker, Civil Engineer

**Applicant:** Steve Tedesco (Applicant)

**Members of the Public:** Craig Borrell (Ventura); Gerry Gibbs (Ventura)

**Documents:** PowerPoint by Staff; Transmittal Memo No. 1 letter from Mr. Alvin Geller

**Ex Parte Communication:** None

Commissioner Long made a motion to continue this project to a certain date of March 13, 2019, to allow Mr. Tedesco time to review the Subdivision Development Impact Fees related to this project.

Commissioner Abbe seconded the motion.

Upon call of the roll, the vote of the Planning Commission was as follows:

AYES: Commissioners Abbe, Corley, Frances, Long, Vice-Chair Farkas and Chair Ferrin

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

Kylee Otto, Legal Counsel left at 7:18 P.M.

## CONCEPTUAL ITEM

- PROJ-12979 – Conceptual Design Review for the demolition of an existing 84 space parking lot and associated landscaping, and the new construction of a 191,391-square foot six-level parking garage (5 stories with parking on the roof) with 460 vehicle parking spaces, 2,865-square feet of liner commercial spaces, two public restrooms, a bicycle repair shop and storage lockers, and a trash enclosure on two separate parcel totaling 0.85 acres located northeast corner of East Santa Clara Street and South Palm Street (Downtown Parking Garage); Urban Core (T6.1) and Coastal Zone.**

**Case No.:**

**CDRC-10-18-47550**

### RECOMMENDED ACTION

Provide comments.

### **California Environmental Quality Act**

Not required for this action.

Staff: Don Nielsen, Associate Planner

## **SPEAKERS:**

**Staff:** Scott Kolwitz, Principal Planner; Don Nielsen, Associate Planner; Jeff Hereford, Principal Civil Engineer

**Applicant:** City of Ventura (Applicant); Steve J. Kuhn, AIA, NCARB (TRC Parkitects, Principal)

**Members of the Public:** Kevin Clerici (Downtown Ventura Director); Tom Harkins (Ventura)

**Documents:** PowerPoint by Staff and Applicant

**Ex Parte Communication:** None

Commissioner Corley made a motion to continue this project to a date uncertain subject to the following comments:

- A. The Planning Commission supports the parking garage at this location;
- B. Liner space grounds the building;
- C. As it relates to the massing of the building, increasing the architectural articulation with fewer parking spaces is okay;
- D. Explore the possibility of pedestrian access directed toward the pocket park/rear of business along Main Street;
- E. In principle, the Planning Commission supports the following Exceptions:
  1. T6.1 Zone – Parking Placement (A)(1): Street Setback: Rear 75% of lot depth;
  2. Commercial Block Building Typology (Nominal Lot 1) – Access (5): Where an alley is present, parking shall be accessed through the alley. [E]; and
    - a. Provide analysis if alley only access is feasible.
  3. Commercial Block Building Typology (Nominal Lot 1 & 2) – Open Space (2): The primary shared open space is the rear yard, which shall be designed as a courtyard. Courtyards may be located on the ground or on a podium. Side yards may also be provided for outdoor patios connected to ground floor commercial uses. [E].
- F. The paseo should comply with code requirements with direct access to bathrooms and allow visibility into the parking structure. Add preventative measures to prevent vehicles from driving through the paseo;
- G. All pedestrian entrance widths to be increased to make a welcoming environment; reduction in liner space is okay;
- H. Maximize the amount of electric vehicle parking spaces forecasting future need; and
- I. City should pay Net Zero Fee associated with liner space.

Commissioner Francis seconded the motion.

Upon call of the roll, the vote of the Planning Commission was as follows:

AYES: Commissioners Abbe, Corley, Frances, Long, Vice-Chair Farkas and Chair Ferrin

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

**ROLL CALL – DESIGN REVIEW COMMITTEE at 8:50 P.M.**

Present: Member Antelman, Cline, Ferrin, Vice- Chair Dunne, and Chair Brodersen

Absent: None

**PUBLIC COMMUNICATIONS:** None

**CONSENT ITEM**

**5. Approval of Approval of the Joint DRC/PC December 19, 2018, Meeting Minutes**

RECOMMENDED ACTION

Approve, as presented.

Member Ferrin made a motion to approve the Joint DRC/PC December 19, 2018 Meeting Minutes as presented.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Member Antelman, Cline, Ferrin, Vice-Chair Dunne and Chair Brodersen

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: None

Chair Brodersen declared the motion carried by a roll call of 5 – 0.

Commissioner Francis made a motion to approve the Joint DRC/PC December 19, 2018 Meeting Minutes as presented.

Commissioner Corley seconded the motion.

Upon call of the roll, the vote of the Planning Committee was as follows:

AYES: Commissioners Abbe, Corley, Francis, Long, Vice-Chair Farkas and Chair Ferrin

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

## CONTINUED CONCEPTUAL ITEMS – DESIGN REVIEW COMMITTEE AND PLANNING COMMISSION

6. **PROJ-11836 – Conceptual Design Review to demolish an existing 2,160 square foot carwash and the abandonment of a portion of the public right-of-way (including 16 parking spaces) for the new construction of a four-story building consisting of 19 multifamily apartment units with 27,550 square feet of residential space (1 live/work unit, 1 studio and 17 2-bedroom units) which includes areas dedicated to circulation, lobby/mail, and “other”, 6,610 square feet of patio (private and community) and a 7,305 covered at grade parking lot with a total of 19 auto parking spaces and 4 bicycle parking spaces on a 10,311 square foot site (with a request for approximately 4,500 square feet of adjacent public right-of-way to be dedicated to the project site) at 102 South Garden Street; Afshin Samet, applicant; Urban General 3 (T4.3), Coastal Zone.**

**Case No.:**

**CDRC-10-18-47483**

### RECOMMENDED ACTION

Provide comments.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Not required for this action.

Staff: Don Nielsen, Associate Planner

### **SPEAKERS:**

**Staff:** Scott Kolwitz, Principal Planner; Don Nielsen, Associate Planner

**Applicant:** Mark Pettit (Lauterbach & Associates, Architect)

**Members of the Public:** Pete Freeman (Ventura); Tom Harkins (Ventura); Shannon Lampman (Ventura); Michelle Noscov (Ventura); Jackie Woods (Ventura)

**Documents:** PowerPoint by Staff and Applicant; Transmittal Memo No. 1 with letter from Lori Steinhauer; Letter received from Nick Rodriguez, Property Manager of the WAV.

**Ex Parte Communication:** DRC Chair Brodersen recused himself as he is part of the applicant team, but he may present to the Planning Commission and DRC as he's a sole-proprietor.

Vice-Chair Dunne made a motion to continue the project to a date uncertain subject to the following comments:

#### A. General Comments:

1. To City Public Works: Search for solutions to maintain the existing number of public parking spaces to the maximum extent feasible; and
2. Design the building that conforms to the code to the maximum extent possible:
  - i. The DRC supports the Parking Placement Exception as long as the parking spaces are screened; and
  - ii. Eliminate Side Court Building Type Warrants related to light and air.

#### B. Architecture:



1. Study different building form/Building Type;
2. Building should respect the surrounding neighborhood context;
3. Simplify and unify architecture. There are too many repeating elements;
4. Materials need to be durable in marine weather;
5. Take advantage of natural light in the architectural design;
6. Search for opportunities to open the building and break up massing; and
7. Ground level units should open to sidewalk on both street frontages.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin and Vice-Chair Dunne

NOES: None

RECUSED: Chair Brodersen

ABSTAIN: None

ABSENT: None

Vice-Chair Dunne declared the motion carried by a roll call of 4 – 0, with Chair Brodersen recused.

Commissioner Long made a motion to continue the project to a date uncertain subject to the following comments:

A. General Comment

1. The Planning Commission agrees with the Design Review Committee comments provided tonight;

B. The Planning Commission does not support the following Exception; and

1. Exception 1: T4.3 Zone Primary Building Placement 3;
2. Exception 3: T4.3 Zone – Parking, Non-Residential; and
3. Exception 4: Side Court Housing – Open Space (2).

C. Exception 2: T4.3 Zone – Parking Setbacks

1. The Planning Commission supports the Parking Placement Exception as long as the parking spaces are screened.

Commissioner Corley seconded the motion.

Upon call of the roll, the vote of the Planning Committee was as follows:

AYES: Commissioners Corley, Francis, Long, Vice-Chair Farkas, and Chair Ferrin

NOES: Commissioner Abbe

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 5 – 1, with Commissioner Dunbar absent.

7. **PROJ-12768 – Conceptual Design Review to construct a new three-story mixed-use building consisting of a 42-unit multi-family apartment building including 2 live/work units and 3 affordable units and 63 parking spaces contained in a mix of carports and open parking and shared vehicular access with westerly property located on a 54,285 square foot lot located at 5040 Telegraph Road; Telegraph and Day Partners, LLC, applicant; Single Family Residential (R-1-1AC) Zone.**

**Case No.:**

**CDRC-12-18-48178**

**RECOMMENDED ACTION**

Provide comments.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Not required for this action.

Staff: Elizabeth Richardson, Senior Planner

**SPEAKERS:**

**Staff:** Scott Kolwitz, Principal Planner; Elizabeth Richardson, Senior Planner

**Applicant:** Chris Itule (Telegraph and Day Partners, Managing Partner); Mark Pettit (Lauterbach & Associates, Architect)

**Members of the Public:** Mike Johnson (Ventura); Joshua Weir (Ventura)

**Documents:** PowerPoint by Staff and Applicant

**Ex Parte Communication:** DRC Chair Brodersen recused himself as he is part of the applicant team, but he may present to the Planning Commission and DRC as he's a sole-proprietor. Planning Commission Chair Ferrin spoke with Joshua Weir, a neighbor of the project. Commissioner Corley spoke to the applicant in the past about the project, but not about the project as presented in the staff report.

Member Cline made a motion to continue the project to a date uncertain subject to the following comments:

A. General Comments:

1. Small units are appropriate given the group/shared amenities.

B. Site Plan:

1. Concern with intersection at Day Road/Telegraph Road. Current design does not seem to eliminate conflicting traffic movements;
2. Minimize asphalt. Search for opportunities to replace asphalt with porous/pervious pavement. Increase landscaping and open space;
3. Central courtyard is too small. It needs to be screened from parking;
4. Use site topography to your advantage to enhance open space; and
5. Screen lights and headlights associated with this property from shining into neighboring properties.

C. Architecture:

1. Modern architecture is appropriate for the location;
2. Color is appropriate; and

3. Create direct connections from units to open space.
- D. Materials:
1. High quality, durable quality materials are needed.
- E. Lighting:
1. Lumens should be 2700.

Member Antelman seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, and Vice-Chair Dunne

NOES: None

RECUSED: Chair Brodersen

ABSTAIN: None

ABSENT: None

Vice-Chair Dunne declared the motion carried by a roll call of 4 – 0, with Chair Brodersen recused.

Commissioner Long made a motion to continue the project to a date uncertain subject to the following comments:

A. General

1. The Planning Commission agrees with Design Review Committee comments provided tonight; and.
2. The Planning Commission encourages the applicant to conduct an access and parking study.

Vice-Chair Farkas seconded the motion.

Upon call of the roll, the vote of the Planning Committee was as follows:

AYES: Commissioners Abbe, Corley, Francis, Long, Vice-Chair Farkas and Chair Ferrin

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Dunbar

Chair Ferrin declared the motion carried by a roll call of 6 – 0, with Commissioner Dunbar absent.

**STAFF COMMUNICATION:**

- Scott Kolwitz, Principal Planner, reminded Design Review Committee members and Planning Commissioners that Statements of Economic Interests (Form 700) must be filed by April 2, 2019.
- the next regular meeting of the Planning Commission will occur on April 11, 2018 at 6:00 P.M.
- Scott Kolwitz, Principal Planner, announced Commissioner Corley will be attending the League of California Cities 2019 Planning Commissioners Academy March 6-8, 2019.

#### **ADJOURNMENT – DESIGN REVIEW COMMITTEE**

There being no further agenda items to discuss, Chair Brodersen adjourned the Design Review Committee at 11:32 P.M.

**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)** – Scott Kolwitz, Principal Planner, reported on items discussed at the January 23, 2019 meeting:
  - Historic Resource Assessment at 5472 Queens Street (Project-12827)
  - Historic Preservation Design Review at 21 California Street (Project-12985)The next HPC meeting will be on February 27, 2019.
- **Design Review Committee (DRC)** – Commissioner Ferrin reported on items discussed at the Joint DRC/HPC/PRC February 6, 2019 meeting.
  - Conceptual Design Review of City Hall Landscaping at 501 Poli Street (Project-12580)
  - Conceptual Design Review of Downtown Parking Garage at Santa Clara and Palm Street (Project-12979)
  - Formal Design Review of Riviera Shopping Center – Sign Program (Project-10066)
  - Formal Design Review of Church of Scientology – Sign Variance (Project – 12531)The next DRC meeting will be on February 20, 2019.
- **Other Commission Communications**
  - Commissioner Long thanked Jeffrey Lambert for his years of service.

#### **ADJOURNMENT – PLANNING COMMISSION**

There being no further agenda items to discuss, Chair Ferrin adjourned the meeting at 11:37 P.M.