

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

Peter Lyons, 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

Peter Lyons, Interim Community Development Director
Scott Kolwitz, Principal Planner
Julie Stuva, Recording Secretary

JOINT MEETING

WEDNESDAY, MAY 15, 2019 – 6:00 P.M.
COUNCIL CHAMBERS, 501 POLI STREET

Chair Brodersen called the meeting to order at 6:04 PM in the Council Chambers of Ventura City Hall.

ROLL CALL: PLANNING COMMISSION

Present: Commissioners Abbe, Corley, Dunbar, and Interim Chair Long

Absent: Commissioner Francis, Vice-Chair Farkas, and Chair Ferrin

ROLL CALL – DESIGN REVIEW COMMITTEE

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

Absent: Members Antelman, and Ferrin

Staff: Peter Lyons, AICP, M.B.A., Interim Community Development Director
Scott Kolwitz, Principal Planner
Elizabeth Richardson, Senior Planner
Monique Gil, Assistant Planner
Jeff Hereford, Principal Traffic Engineer
Rick Gallegos, Associate Engineer
Julie Stuva, Recording Secretary

STAFF COMMUNICATION:

- By verbal consensus of the Planning Commission, Commissioner Long will be the Acting Chair for Planning Commission tonight.
- Acting Chair Long welcomed Interim Community Development Director Peter Lyons.

PLEDGE OF ALLEGIANCE

Acting Chair Long led the Commission and the Committee in the Pledge of Allegiance.

PUBLIC COMMUNICATIONS: None

CONSENT ITEM

1. **Approval of the Planning Commission April 10, 2019 Meeting Minutes.**

RECOMMENDED ACTION

Approve, as presented.

Commissioner Abbe made a motion to approve the Planning Commission April 10, 2019 Meeting Minutes as submitted.

Commissioner Dunbar seconded the motion.

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

AYES: Commissioners Abbe, Corley, Dunbar, and Acting Chair Long

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Francis, Vice-Chair Farkas and Chair Ferrin

Acting Chair Long declared the motion carried by a roll call of 4 – 0, with Commissioner Francis, Vice-Chair Farkas and Chair Ferrin absent.

CONCEPTUAL REVIEW ITEM – DESIGN REVIEW COMMITTEE & PLANNING COMMISSION

2. **PROJ-12979 – Request for Conceptual Design Review for the demolition of an existing 84 space parking lot and associated landscaping, and the new construction of a 192,251-square foot six-level parking garage (5 stories with parking on the roof and roof canopy) with 435 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 parcels totaling 0.85 acres; City of Ventura, applicant. Urban Core (T6.1) zone district, Coastal Zone, and a land use designation of Downtown Specific Plan.**

Case No.:

CDRC-10-18-47550

RECOMMENDED QUASI-JUDICIAL 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: Rick Gallegos (City of Ventura Public Works Department, Associate Engineer); Jeff Hereford (City of Ventura Public Works Department, Principal Traffic Engineer); Steve Khun, AIA, NCARB (TRC Parkitects, Principal)

Members of the Public: Stephen Schafer (Ventura) written comment card with exhibit; David Armstrong (Downtown Ventura Partners, Ventura)

Documents: PowerPoint by Staff and Applicant

Ex Parte Communication: Chair Brodersen and Chair Ferrin met with architects for a Chair check-in during evolution of the site plan and architecture.

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

1. Overall
 - a. Design of the building has evolved per comments but still needs more evolution;
 - b. Landscape is necessary as part of future designs;
 - c. Improve the alley with this project;
 - d. Public art is supported but not as a screen for massing; and
 - e. DRC would expect a public facility to go through a public process.
2. Architecture
 - a. Design of the parking structure should represent good civic building design;
 - b. Restudy the tower element and its location;
 - c. Restudy the parking structure roof element;
 - d. The building should have a daylighting strategy;
 - e. Increase visibility of paseos;
 - f. Upper floors of structure can be setback to offer relief; and
 - g. East side of the structure needs to be thoughtfully considered.
3. Landscape
 - a. The loss of green space needs to be offset;
 - b. Study incorporation of a green wall; and
 - c. Design of the Palm Street sidewalk expansion needs to be developed as an urban edge.

Member Cline seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Ferrin

Chair Brodersen declared the motion carried by a roll call of 3 – 0, with Members Antelman and Ferrin absent.

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

1. Overall
 - a. Community engagement, to include Downtown Ventura Partners and residents of Downtown, by the City is needed as soon as possible and prior to coming back for public hearing;
 - b. Confirm the retail space will work as designed (depth and height);
 - c. Present data that supports the need for the parking structure/number of parking spaces and future needs; and
 - d. Support the Civic Building Overlay interpretation for this site; and
 - e. Alley needs to be improved and activated with this project.
2. Incorporate the DRC comments into this Planning Commission motion.

Commissioner Corley seconded the motion.

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

AYES: Commissioners Abbe, Corley, Dunbar, and Interim Chair Long

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Francis, Vice-Chair Farkas and Chair Ferrin

Interim Chair Long declared the motion carried by a roll call of 4 – 0, with Commissioner Francis, Vice-Chair Farkas and Chair Ferrin absent.

FORMAL ITEM – DESIGN REVIEW COMMITTEE & PLANNING COMMISSION

3. **PROJ-8150 – Request for Formal review of a General Plan Amendment to change the land use designation from Neighborhood Medium to Neighborhood Low, a Zone Change from Two Family Residential (R-2) to Residential Planned Development (RPD-6U), a Planned Development Permit, a Tentative Tract Map, Design Review and Mitigated Negative Declaration, for the subdivision and redevelopment of a single parcel consisting of the demolition of an existing 1-1/2 story single-family residence and the construction of 17 single family residential units and 1 duplex with 2 units for a total of 19 residential units on a 3.42 acre lot located at 8324 Telegraph Road. Corona Holdings LLC, applicants.**

Case Nos.:

GPA-3-15-27374

Z-3-15-27378
TTM-3-15-27377
PD-3-15-27375
DRC-3-15-27372
EIR-3-15-27373

RECOMMENDED QUASI-JUDICIAL ACTION

Continue to a date certain of June 19, 2019.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Not required for this action.

Staff: Elizabeth Richardson, Senior Planner

SPEAKERS:

Staff: Scott Kolwitz, Principal Planner

Applicant: None

Members of the Public: None

Documents: None

Ex Parte Communication: None

Member Cline made a motion to continue this project to date certain of June 19, 2019.

Member Dunne seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Ferrin

Chair Brodersen declared the motion carried by a roll call of 3 – 0, with Members Antelman and Ferrin absent.

Commissioner Dunbar made a motion to continue this project to date certain of June 19, 2019.

Commissioner Corley seconded the motion.

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

AYES: Commissioners Abbe, Corley, Dunbar, and Interim Chair Long

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Francis, Vice-Chair Farkas and Chair Ferrin

Interim Chair Long declared the motion carried by a roll call of 4 – 0, with Commissioner Francis, Vice-Chair Farkas and Chair Ferrin absent.

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 HPC April 24, 2019 meeting:
 - Landmark Designation for the Willett Ranch at 181 and 197 Ventura Avenue (Project-12828) .
 - The next regular meeting of the HPC is scheduled to occur on May 22, 2019. A Joint Meeting of the HPC/Design Review Committee has been scheduled to occur on June 5, 2019.
- **Design Review Committee (DRC)** –Scott Kolwitz, Principal Planner, reported on items discussed at the DRC April 17 and May 1, 2019 meetings.
 - DRC April 17, 2019:
 - i. Formal Design Review Amendment of Façade Modification– – Kalaydjian Building – 2301 South Victoria Avenue (Project-10662).
 - ii. Confirmation of Details – DeAnza Courts Buildings B & C – 1995 North Ventura Avenue (Project-10256).
 - iii. Formal Design Review / Sign Program/Variance and Façade Modification – Big Brand Tire – 3650 East Main Street (Project-12757).
 - iv. Formal Design Review & Warrant – Trade Desk – 60 South California Street (Project-12929).
 - DRC May 1, 2019:
 - i. Formal Design Review – Ventura Jaguar / Land Rover – 3190 Perkins Avenue (Project-12725).
 - ii. Formal Design Review – Transmission Brewery – 1076-1098 Front Street (Project-10908).
 - A Joint Meeting of the HPC/DRC has been scheduled to occur on June 5, 2019. A Joint Meeting of the DRC/PC has been scheduled to occur on June 19, 2019.
- **Other Commission Communications**
 - Acting Chair Long congratulated all the Planning, and Building/Safety Staff on the progress of the Thomas Fire rebuilds.

STAFF COMMUNICATION:

- Peter Lyons, Interim Community Development Director, gave an update on the Thomas Fire progress:
 - - Appointments: 563

- -Properties reviewed: 399
- -Approvals: 328
- Matrix Consulting is conducting an audit of the Community Development Department development review process with a goal to identify ways to simplify and streamline the development review process with predictable timelines.

ADJOURNMENT – Planning Commission

There being no further agenda items to discuss, Acting Chair Long adjourned the Planning Commission at 8:33 P.M.

RECONVENE – DESIGN REVIEW COMMITTEE – Reconvened at 8:45 P.M.

LOCATION: COMMUNITY MEETING ROOM

CONSENT ITEM

4. Approval of Approval of the DRC April 17 Meeting Minutes.

RECOMMENDED ACTION

Approve, as presented.

CONSENT ITEM

Member Dunne made a motion to continue the DRC April 17, 2019 Meeting Minutes to June 5, 2019.

Member Cline seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Ferrin

Chair Brodersen declared the motion carried by a roll call of 3 – 0, with Members Antelman and Ferrin absent.

- 5. PROJ-12413 – Request for Formal Design Review for a façade modification to an existing 139,423 square foot 1-story, commercial building (including the garden center) by modifying entries, materials and colors, and modifications to the parking lot and landscaping changes and a Sign Variance to exceed the directional sign requirements for total square footage (4 square feet) and maximum height of 4 feet for an “Order Pick-up” beacon sign for the drive-up shopping program and to acknowledge that the sign square footage will be reduced from the approved 342.25 square feet to 307.83 square feet (257.63**

square foot total for Building Signs and 50.2 square foot 2-sided Monument Sign). The project site consists of a 10.5-acre lot located at 4200 East Main Street in the Commercial Planned Development (CPD) zone district; Ryan Chapman, applicant.

Case Nos.:

**DRC-4-18-44866
MC-8-18-46528**

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).

Staff: Monique Gil, Assistant Planner

SPEAKERS:

Staff: Scott Kolwitz, Principal Planner; Monique Gil, Assistant Planner

Applicant: Ryan Chapman (Kimley-Horn and Associates, Project Manager); Jennifer Steen (Kimley-Horn and Associates, Entitlement Manager); Benjamin Wells (MG2 Corporation, Associate); Kalie Won (Kimley-Horn and Associates, Civil Engineer)

Members of the Public: None

Documents: PowerPoint by Staff

Ex Parte Communication: Transmittal Memo No. 1 – Letter from Cherie Egbert dated May 15, 2019.

Member Cline made a motion to approve the project as submitted finding the project to be Categorically Exempt from CEQA and approve the Notice of Decision for a Design Review (Case No. DRC-4-18-44866) and a Sign Variance (Case No. SV-8-18-46528) based on the Findings and subject to conditions in the Notice of Decision with the following items to be added to Condition No. 1 and deletion of Condition No. 15.

1. Add the following text to Condition No. 1 “approval is granted for the land or land use described in the application and any attachments thereto, and as shown on the site plan, floor plan and elevations labeled Case Nos. DRC-4-18-44866 and SV-8-18-46528 and dated May 15th, 2019 Exhibit “A” through “T”, attached hereto and incorporated herein, and as modified according to the following comments to which the DRC appoints Chair Brodersen to be a DRC Liaison to City Staff to confirm the following comments are satisfied:
 - a. Applicant to prepare complete landscape plan identifying type, sizes and locations of all existing and proposed plants;
 - b. Restudy tree selection in the parking field with the goal of providing more shade and trees to be added to empty finger planters; and
 - c. Landscaping to show continuity between existing and proposed landscaping.
2. Strike Condition No. 15 “~~No signs of any type are approved as a part of this action. Any signs viewable from the public right-of-way must receive a sign permit approved by City Planning Staff prior to installation as per Chapter 24.420 Sign Regulations of the Municipal Code.~~”

Vice-Chair Dunne seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Ferrin

Chair Brodersen declared the motion carried by a roll call of 3 – 0, with Members Antelman and Ferrin absent.

STAFF COMMUNICATION:

Scott Kolwitz, Principal Planner, announced the next meeting of the Design Review Committee will be a joint meeting with the Historic Preservation Committee on June 5, 2019, at 6:00 P.M. in the Community Meeting Room.

ADJOURNMENT – Design Review Committee

There being no further agenda items to discuss, Chair Brodersen adjourned the meeting at 9:21 P.M.