

# PLANNING COMMISSION MINUTES

Jane Farkas, Chair  
David Comden, Vice-Chair  
Kara Davis, Commissioner  
Nancy Butler Francis, Commissioner  
Scott McCarty, Commissioner  
Lucas Zucker, Commissioner  
VACANT, Commissioner

Peter Gilli, Community Development Director  
Neda Zayer, Assistant Community Development Director  
Andy Heglund, Senior Assistant City Attorney  
Tracy Oehler, Assistant City Clerk

## REGULAR MEETING

**WEDNESDAY, MARCH 10, 2021 – 6:00 P.M.**

## WEBEX EVENT

## ROLL CALL

Chair Farkas called the meeting to order at 6:00 PM.

**PRESENT:** Commissioners Francis, McCarty, Zucker, Vice-Chair Comden, and Chair Farkas

**ABSENT:** Commissioner Davis

**STAFF:** Peter Gilli, Community Development Director  
Neda Zayer, Assistant Community Development Director  
Andy Heglund, Senior Assistant City Attorney  
Brad Starr, Deputy Civil Engineer  
Tracy Oehler, Assistant City Clerk

**PUBLIC COMMUNICATIONS** – Eileen Shaw and Tom Harkins. Staff also received one written communication prior to the meeting and posted online.

## NEW BUSINESS

### 1. Election of Planning Commission Chair and Vice-Chair for 2021.

Assistant Community Development Director Zayer explained the procedure for the election of the 2021 Planning Commission new chair and vice chair.

Chair Farkas opened the floor for the nomination of the 2021 Planning Commission Chair.

Vice Chair Comden nominated Chair Farkas to serve as Chair of the Planning Commission for the 2021 calendar year.

There being no further nominations presented, Vice Chair Comden made a motion to close the nomination. Seconded by Commissioner McCarty.

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

AYES: Commissioners Francis, McCarty, Zucker, Vice-Chair Comden and Chair Farkas

NOES: None

ABSTAIN: None

RECUSE: None

ABSENT: Commissioner Davis

Assistant City Clerk Oehler declared the motion carried 5 – 0 with Commissioner Davis absent.

Chair Farkas opened the floor for the nomination of the 2021 Planning Commission Vice-Chair.

Commissioner Francis nominated current Vice Chair Comden to serve as Vice-Chair of the Planning Commission for the 2021 calendar year.

There being no further nomination presented, Chair Farkas made a motion to close the nomination for Vice-Chair. Seconded by Commissioner Zucker.

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

AYES: Commissioner Francis, McCarty, Zucker, Vice-Chair Comden, and Chair Farkas

NOES: None

ABSTAIN: None

RECUSE: None

ABSENT: Commissioner Davis

Assistant City Clerk Oehler declared the motion carried 5 – 0, with Commissioner Davis absent.

## **CONSENT ITEM**

### **2. Approval of the Planning Commission December 9, 2020 Meeting Minutes.**

**Recommendation:** Approve, as presented.

Vice-Chair Comden made a motion to approve the December 9, 2021 Planning Commission meeting minutes.

Commissioner McCarty seconded the motion.

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

AYES: Commissioners McCarty, Zucker, Vice-Chair Comden and Chair Farkas

NOES: None

RECUSED: None

ABSTAIN: Commissioner Francis (she was not able to attend the meeting)

ABSENT: Commissioner Davis

Assistant City Clerk Oehler declared the motion carried 4-0, with Commissioner Francis abstained and Commissioner Davis absent.

### FORMAL ITEMS

#### 3. **General Conformance Review of the 2020-2026 Capital Improvement Plan (2<sup>nd</sup> Year).**

Request for a General Plan Conformance Review of two new Work Plans (Project 72156 - City Hall East Boiler Replacement and Project 74103 - Upgrade of Co-Generation System) to the 2020-2026 Capital Improvement Plan (2<sup>nd</sup> Year).

**Recommendation:** Adopt a resolution finding the two new Work Plans in the 2020-2026 Capital Improvement Plan (2<sup>nd</sup> Year) are in conformance with the General Plan.

**Staff:** V.S. Chandrasher, Associate Engineer  
Brad Starr, Deputy City Engineer

#### **SPEAKERS**

**Staff:** Brad Starr, Deputy Civil Engineer

**Members of Public:** None

**Email:** None

**Documents:** PowerPoint by staff

**Ex-Parte Communication:** None

Vice-Chair Comden made a motion to approve the Resolution adopting finding the two new Work Plans in the 2020-2026 Capital Improvement Plan (2<sup>nd</sup> Year) are in

conformance with the General Plan, subject to conditions, Planning Commission Resolution No. **CD-2021-01** entitled:

## **CITY OF SAN BUENAVENTURA**

### **PLANNING COMMISSION RESOLUTION NO. CD-2021-01 A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA ADOPTING A STATEMENT OF CONFORMANCE FOR PROJECT NUMBERS 72156, & 74103 IN THE 2020-2026 PROPOSED CAPITAL IMPROVEMENT PLAN (2<sup>ND</sup> Year)**

Commissioner Francis seconded the motion.

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

AYES: Commissioners Francis, McCarty, Zucker, Vice-Chair Comden and Chair Farkas

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Commissioner Davis

Assistant City Clerk Oehler declared the motion carried by a roll call of 5 – 0, with Commissioner Davis absent.

#### **4. PROJ-12080 Garden Estates Design Review, Coastal Development Permit Amendment, and Exception located at 32 S. Garden Street.**

Request for Formal Design Review, Coastal Development Permit Amendment, and Exception to construct two 3-story apartment buildings totaling 11 units and convert two existing apartments to low-income units within an existing 7 building, 48-unit apartment complex on a 2.1-acre site in the T4.3 zone within the Downtown Specific Plan.

**Recommendation:** Approve the Formal Design Review, Coastal Development Permit Amendment, and Exception, subject to the conditions.

**Staff:** Neda Zayer, Assistant Community Development Director

**Applicant:** Garden Estates, LLC/ Tony Tomasello

**SPEAKERS**

**Staff:** Neda Zayer, Assistant Community Development Director

**Applicant:** Tony Tomasello of RRM Design Group

**Members of Public:** Daniel Ford, Tom Harkins, Anthony Ventura, Jeff Manson, and Karen Somers

**Email:** Staff received eight public comments prior to the meeting and posted online

**Documents:** PowerPoint by staff and the applicant

**Ex-Parte Communication:** None

Vice-Chair Comden made a motion to approve the Resolution as presented and subject to conditions, Planning Commission Resolution No. **CD-2021-02** entitled:

**CITY OF SAN BUENAVENTURA**

**PLANNING COMMISSION RESOLUTION NO. CD-2021-02  
APPROVING A COASTAL DEVELOPMENT PERMIT AMENDMENT,  
DESIGN REVIEW, AND EXEMPTION FOR GARDEN ESTATES  
LOCATED AT 32 S. GARDEN STREET**

**PROJECT NO. 12080  
CASE NOS.: DRC-8-18-46451 & ACDP-8-18-46450**

With the following additions:

- Developer assigns one parking space per unit.
- Edit to the resolution to add “Warrant” in the title as part of the application filed by the Garden Estates, LLC.

Commissioner Francis seconded the motion.

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

**AYES:** Commissioners Francis, McCarty, Vice-Chair Comden, and Chair Farkas

**NOES:** Commissioner Zucker

**RECUSED:** None

**ABSTAIN:** None

**ABSENT:** Commissioner Davis

Assistant City Clerk Oehler declared the motion carried by a roll call of 4 – 1, with Commissioner Zucker dissenting and Commissioner Davis absent.

## **STAFF COMMUNICATION**

Commissioner Francis thanked her fellow Commissioners for the opportunity of serving with them in the Planning Commission as tonight might be her last meeting as Planning Commissioner due to changes in City Council appointments.

Chair Farkas, Vice-Chair Comden, and Commissioner Zucker expressed their appreciation for Commissioner Francis service to the Planning Commission.

Chair Farkas asked about City Hall reopening and public meetings being held at City Hall this 2021. Assistant Community Development Zayer stated that there was no immediate plan of repopulating city hall as the administration's immediate concern are the safety of all employees. There are discussion and plans behind the scenes, but it will probably be occurring later in 2021.

Assistant Community Development Director Zayer provided the Commission the January and February 2021 Planning Updates.

## **ADJOURNMENT**

There being no further items to discuss on the agenda, meeting is adjourned at 8:27 p.m.