

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

**JOINT MEETING**

**WEDNESDAY, JUNE 19, 2019 – 6:00 P.M.  
COUNCIL CHAMBERS, 501 POLI STREET**

Chair Ferrin called the meeting to order at 6:03 P.M. in the Council Chambers of Ventura City Hall.

**ROLL CALL: PLANNING COMMISSION**

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

Absent: None

**ROLL CALL – DESIGN REVIEW COMMITTEE**

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

Absent: Members Antelman and Cline

Staff: Peter Gilli, AICP, Community Development Director  
Peter Lyons, AICP, M.B.A., Interim Community Development Director  
Scott Kolwitz, Principal Planner  
Chandra Chandrashaker, Associate Transportation Engineer  
Julie Stuva, Recording Secretary

**PLEDGE OF ALLEGIANCE**

Chair Ferrin led the Commission and the Committee in the Pledge of Allegiance.

**PUBLIC COMMUNICATIONS:** None

**CONSENT ITEM – DESIGN REVIEW COMMITTEE ONLY**

**1. Approval of the Design Review Committee April 17, 2019 and May 1, 2019 Meeting Minutes.**

RECOMMENDED ACTION

Approve, as presented.

Vice-Chair Dunne made a motion to continue the Design Review Meeting Minutes from April 17, 2019 and May 1, 2019 to a date certain of July 3, 2019.

Member Ferrin seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Cline

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

**CONSENT ITEM – PLANNING COMMISSION ONLY**

**2. Approval of the Planning Commission May 8, 2019 Meeting Minutes.**

RECOMMENDED ACTION

Approve, as presented.

Commissioner Long made a motion to continue the Planning Commission Meeting Minutes from May 8, 2019 to a date certain of July 17, 2019.

Commissioner Dunbar seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: None

Chair Ferrin declared the motion carried by a roll call of 7 – 0.

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

#### **3. Approval of the Joint DRC and PC May 15, 2019 Meeting Minutes.**

RECOMMENDED ACTION

Approve, as presented.

Commissioner Long made a motion to continue the Joint Planning Commission and Design Review Meeting Minutes from May 15, 2019 to a date certain of July 17, 2019.

Commissioner Dunbar seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: None

Chair Ferrin declared the motion carried by a roll call of 7 – 0.

Vice-Chair Dunne made a motion to continue the Joint Planning Commission and Design Review Meeting Minutes from May 15, 2019 to a date certain of July 17, 2019.

Member Ferrin seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Cline

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

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

4. **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 1½-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

#### **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), Tentative Parcel Map, and Planned Development Permit, subject to conditions of approval.
- b. Forward an Approval Recommendation to the City Council to Approve the MND and Approve the General Plan Amendment and Zone Change.

#### **CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Adopt the Mitigated Negative Declaration (EIR-3-15-27373) 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, Hazards and Hazardous Materials, Geology and Soils and Tribal Cultural Resources.

Staff: Elizabeth Richardson, Senior Planner

#### **SPEAKERS:**

**Staff:** Scott Kolwitz, Principal Planner; Chandra Chandrashaker, Associate Transportation Engineer

**Applicant:** Sarah McCarthy-Garcia (McCarthy Homes); Nick Manea (William Hezmalhalch Architects, Architect); Craig Matthey (JMAC / Corona Holdings, LLC, Applicant); Pete Silvia (Stantec, Civil Engineer); Mike Zielsdorf, (Pacific Coast Land Design, Landscape Architect)

**Members of the Public:** Paula Ames-Axt (Ventura); Karen Hoffberg (Ventura)

**Documents:** PowerPoint by Staff and Applicant; Errata Memo No. 1 to split Lot 18 into Lots 18 & 19 and to update concurrent minor variance Findings and conditions.

**Ex Parte Communication:** Commissioner Dunbar spoke with Sara McCarthy-Garcia regarding the project's deadline. Commissioner Long received a voicemail from Pat McCarthy. Chair Ferrin spoke with the applicant prior to the last meeting.

**Case Nos.:**

**OA-7-18-46110  
EIR-7-18-46109**

Member Dunne made a motion to approve the Mitigated Negative Declaration and the Design Review permit incorporating the edits in Errata Memo No. 1 for the project (Case Nos. EIR-3-15-27373 & DRC-3-15-27372) based on the Findings and subject to conditions in the Notice of Decisions with the following items to be added to Condition No. 23:

23. The applicant shall create colors and materials plan sheet noting the Design Review Committee confirmed colors and materials for approval by the Planning Division prior to submittal to the Building and Safety Department:
- a. Vinyl windows shall not be utilized in this project.
  - b. High quality architecture and materials shall be incorporated into the project.
  - c. Additional planting along Telegraph Road along the property line wall shall be incorporated into the project design with an intent to soften the screen wall and enhance the pedestrian experience.
  - d. Street trees, subject to the Parks Manager approval, shall be 36" box at initial planting.
  - e. Consider utilizing larger canopy trees as the street trees, subject to the Parks Manager approval.

Member Ferrin seconded the motion.

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Members Antelman, and Cline

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

Vice-Chair Farkas made a motion to approve the Mitigated Negative Declaration and the Tentative Tract Map and Planned Development Permit incorporating the edits and Errata Memo No. 1 for the project (Case Nos. EIR-3-15-27373, TTM-3-15-27377 & PD-3-15-27375) based on the Findings and subject to conditions in the Resolutions.

Forward an Approval recommendation to the City Council to approve the Mitigated Negative Declaration, General Plan, and Zone Change incorporating the edits in Errata Memo No. 1 for the project (Case Nos. EIR-3-15-27373, GPA-3-15-27374 & Z-3-15-27378) based on the Findings and subject to conditions in the Resolutions.

Commissioner Abbe seconded the motion.

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

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

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: None

Chair Ferrin declared the motion carried by a roll call of 7 – 0.

**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 May 22, 2019 meeting and the Joint DRC & HPC June 5, 2019 meeting:
  - HPC May 22, 2019:
    - i. Historic Resources Assessment and Historic Preservation Design Review – Pierpont Inn (Landmark No. 80) – 550 Sanjon Road (Project-10729).
  - HPC June 5, 2019:
    - i. Historic Preservation Design Review – 54-70 South Oak Street (Project-13241)
  - HPC & DRC June 5, 2019:
    - i. Historic Preservation Design Review – 271 West Prospect Accessory Dwelling Unit (Project-11549)
    - ii. Historic Preservation Design Review – 305 West Prospect Accessory Dwelling Unit (Project-12419)
  - The next regular meeting of the HPC has been scheduled to occur on June 26, 2019.
- **Design Review Committee (DRC)** – Scott Kolwitz, Principal Planner, reported on items discussed at the Joint HPC/DRC June 5, 2019 meeting:
  - DRC June 5, 2019:
    - i. Confirmation of Details – DeAnza Courts Building A – 1995 North Ventura Avenue (Project-10256).
    - ii. Confirmation of Details – Kal Thom Apartments – 918 East Thompson Boulevard (Project-11655).
    - iii. Formal Design Review – Ventura Harbor Village Façade Modification (Paint) – 1431, 1449, 1559, 1567, 1575, 1583, 1591 and 1691 Spinnaker Drive (Project-13350).
  - The next regular meeting of the DRC has been scheduled to occur on July 3, 2019.
- **Other Commission Communications** –
  - Commissioner Dunbar announced Veronica Ledesma received the Outstanding Vocational Service Award from the Downtown Rotary.

- Chair Ferrin welcomed Peter Gilli as the new Community Development Director.

### **STAFF COMMUNICATION:**

Scott Kolwitz, Principal Planner, announced:

- The next meeting of the Design Review Committee will be on July 3, 2019, at 6:00 P.M. in the Community Meeting Room.
- The Planning Commission meeting on July 10, 2019, has been cancelled.
- A joint meeting of the Planning Commission and Design Review Committee is scheduled on July 17, 2019, at 6:00 P.M. in the Council Chambers.

### **ADJOURNMENT**

There being no further agenda items to discuss, Chair Ferrin adjourned the Planning Commission and the Design Review Committee at 7:52 P.M.