

ADMINISTRATIVE PUBLIC HEARING MINUTES

Peter Gilli, Administrative Hearing Officer

Antoinette Mann, City Clerk

REGULAR MEETING

THURSDAY, JULY 15, 2021 – 6:00 P.M.

WEBEX EVENT

Staff: Peter Gilli, Community Development Director
 Megan Lorenzen Assistant City Attorney II
 Dara Sanders, Planning Manager
 Elizabeth Richardson, Senior Planner
 Jared Rosengren, Senior Planner
 Monique Gil, Associate Planner
 Kevin Kohan, Contract Planner
 Courtney Deppen, Recording Clerk

The Administrative Hearing Officer called the meeting to order at 6:00 PM.

PUBLIC COMMUNICATIONS: None

CONSENT ITEM

- 1. Approval of the Administrative Public Hearing June 24, 2021, Meeting Minutes.**

Recommendation: Approve, as presented.

Action: The Administrative Hearing Officer approved the June 24, 2021 as presented.

CONTINUED ITEMS

- 2. PROJ-7325 – Discovery Ventura Use Permit Amendment located at 1888 East Thompson Boulevard.**

Request for an Administrative Use Permit Amendment to convert an existing 14,229 square foot bowling alley with entertainment into an even venue with a restaurant and bar on a 1.1-acre site in the General Urban (T4.5) zoning district within the Midtown Corridors Development Code.

Recommendation: Approve the Administrative Use Permit Amendment, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, (a) Existing Facilities.

Case Planner: Gene Burse, Senior Planner
Applicant: Ventura Music Hall, LLC

SPEAKERS

Case Planner: Gene Burse, Senior Planner
Applicant: Thomas Cussins
Member of the Public: None
Documents: PowerPoint by Staff
Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Use Permit Amendment PROJ-7325 with the following changes:

- Add a condition to allow temporary community events, as defined and described by the Municipal Code, such as art exhibits, charitable fundraising auctions, school events, non-profit events or other similar uses as determined by the Community Development Director, inside the building during the hours of operation without the need for a Temporary Use Permit. However, these events will still need to get clearance from Police and Fire Department as required.
- A compliance hearing is only to occur after the first year if there are complaints received about the operation.

The Administrative Hearing Officer would like the record to reflect that the City has the ability to hold a hearing after the first year if there are complaints and issues with the project.

3. PROJ-14794 – Bargman Residence Administrative Coastal Development Permit located at 1171 Kingston Lane.

Request for an Administrative Coastal Development Permit for the demolition of an existing single-family residence and construction of a new 3,290 square foot 2-1/2 story residence on a 0.7-acre site in the Single-Family Beach (R-1-B) 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 15301, Class 3, New Construction.

Case Planner: Kevin Kohan, Contract Planner
Applicant: Pablo Garcia

SPEAKERS

Case Planner: Kevin Kohan, Contract Planner
Applicant: Pablo Garcia, available to answer questions.
Member of the Public: Dale Jaedtke
Documents: PowerPoint by Staff
Ex Parte Communication: Administrative Hearing Officer Gilli disclosed that he spoke to the property owner’s contractor between the two hearings and the communication was regarding the process and the recollection of events that happened at the prior hearing.

Action: The Administrative Hearing Officer approved the Administrative Coastal Development Permit for PROJ-14794 as presented and conditioned.

4. PROJ-14904 – Clara Street Director’s Permit located at 6272 Clara Street.

Request for a Directors Permit for an animal raising permit for backyard chickens on a 6,000 square foot site in the Single Family (R-1-6) Zone with land use designation of Neighborhood Low.

Recommendation: Approve the Director’s Permit, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1, Existing Facilities.

Case Planner: Elizabeth Richardson, Senior Planner
Applicant: Amy Skeath

SPEAKERS

Case Planner: Elizabeth Richardson, Senior Planner
Applicant: Amy Skeath
Member of the Public: None
Documents: PowerPoint by Staff
Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Director’s Permit for PROJ-14904 as presented and conditioned.

FORMAL ITEMS

5. PROJ-13171 – Lincoln Drive Tentative Parcel Map and Administrative Variance Permit located at 63 Lincoln Drive.

Request for a Tentative Parcel Map and Administrative Variance to divide one lot into three lots and reduce the front yard setback to construct a garage on one of

the proposed lots on a 45,220 square foot site in the Single Family Residential (R-1-7) zone with a land use designation of Neighborhood Low.

Recommendation: Approve the Tentative Parcel Map and Administrative Variance, subject to the conditions.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15315, Class 15, Minor Land Divisions.

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: JK Mondol

SPEAKERS

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: JK Mondol

Member of the Public: Julie Velthoen, Peter Dufau, and Maura O'Connor
Staff also received four written public comments and posted online.

Documents: PowerPoint by Staff

Ex Parte Communication: None

Action: The Administrative Hearing Officer continued PROJ-13171 to a future Administrative Public hearing with direction that applicant works with staff to:

- Address issues on Parcel #2 driveway and garage and provide additional analysis.
- Provide more information from the Public Works Department as to why they would not require 6-foot sidewalk improvements on Poli Street.

6. PROJ-14959 – Two Trees Church Administrative Use Permit located at 117 North Ventura Avenue.

Recommendation: Continue the item to the July 29, 2021, Administrative Hearing.

California Environmental Quality Act

Not required for this action.

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: Two Trees Community Church

Action: The Administrative Hearing Officer continued PROJ-14959 to a date certain of July 29, 2021, Administrative Public Hearing

7. PROJ-14963 – Camp Residence Administrative Varian Permit located at 2642 Bayshore Avenue.

Request for an Administrative Variance to construct a 757 square foot second floor addition and retain the existing 50% lot coverage for an 1,809 square foot single family residence on a 0.1-acre site in the Single Family (R-1-6) zoning district with a land use designation of Existing Urban.

Recommendation: Approve the Administrative Variance for PROJ-14963, as presented and conditioned.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1, Existing Facilities.

Case Planner: Monique Gil, Associate Planner

Applicant: Kevin Miller

SPEAKERS

Case Planner: Monique Gil, Associate Planner

Applicant: Kevin Miller

Member of the Public: None

Documents: PowerPoint by Staff and Applicant

Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Administrative Variance Permit for PROJ-14963 with the following modifications to Condition No. 2:

- Addition of two high windows in bedroom #3.
- Use the same roof materials on the second-floor addition as the existing roof.
- Addition of architectural details under the proposed second story gable on the west elevation.

8. PROJ-14898 – Sayre Residence Administrative Coastal Development Permit located at 1302 Camden Lane.

Request for an Administrative Coastal Development Permit to construct a 232 square foot addition and two covered patios totaling 247 square feet to the rear of an existing 1,181 square foot single family residence on a 5,121 square foot site in the R-1-B (Single Family Beach) zone with a land use designation of Existing Urban.

Recommendation: Approve the Administrative Coastal Development Permit for PROJ-14898, as presented and conditioned.

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1, Existing Facilities.

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: Terrell Cryer

SPEAKERS

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: Terrell Cryer

Member of the Public: None

Documents: PowerPoint by Staff

Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Administrative Coastal Development Permit for PROJ-14898 as presented and conditioned.

9. PROJ-13183 – Downtown Archeological Trenching Coastal Administrative Development Permit located at 227 South California Street.

Request for an Administrative Coastal Development Permit to allow for archeological trenching for the cultural resources identification phase for the Northbound Highway 101 California Street Off Ramp Relocation project in the T6.1 zoning district in the Downtown Specific.

Recommendation: Approve the Administrative Coastal Development Permit for PROJ-13183, as presented and conditioned.

California Environmental Quality Act

Addendum to EIR-2462; Addendum involves the archeological trenching for the cultural resources identification phase for the Northbound 101 California Street Off Ramp Relocation project described as a catalyst project in the Downtown Specific Plan.

Case Planner: Kevin Kohan, Contract Planner

Applicant: Jeff Hereford, City of Ventura Public Works

SPEAKERS

Case Planner: Kevin Kohan, Contract Planner

Applicant: not available

Member of the Public: None

Documents: PowerPoint by Staff

Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Administrative Coastal Development Permit for PROJ-13183 as presented and conditioned.

10. PROJ-14943 – Allen Residence Administrative Coastal Development and Administrative Variance Permits and located at 1010 Woodstock Lane.

Request for an Administrative Coastal Development Permit and Administrative Variance to increase lot coverage from 40% to 44.4% in order to construct a new 129 square foot balcony and stair addition at the rear of an existing single-family residence on a 3,772 square foot site in the R-1-B (Single Family Beach) zone with a land use designation of existing urban.

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

California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1, Existing Facilities.

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: Benjamin Allen

SPEAKERS

Case Planner: Elizabeth Richardson, Senior Planner

Applicant: Dale Jaedtke, applicant's representative

Member of the Public: None

Documents: PowerPoint by Staff

Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Administrative Coastal Development Permit for PROJ-14943 as presented and conditioned.

11. PROJ-15023 – Barickman Residence Administrative Coastal Development Permit located at 1379 Greenock Lane.

Request for an Administrative Coastal Development Permit for the construction of a 236 square foot addition and a 201 square foot patio cover to an existing 1,181 square foot single-family residence on a 4,052 square foot site in the Single-Family Beach (R-1-B) 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 15301, Class 1, Existing Facilities.

Case Planner: Jared Rosengren, Senior Planner

Applicant: Mark Shellnut

SPEAKERS

Case Planner: Jared Rosengren, Senior Planner
Applicant: Mark Shellnut
Member of the Public: None
Documents: PowerPoint by Staff
Ex Parte Communication: None

Action: The Administrative Hearing Officer approved the Administrative Coastal Development Permit for PROJ-15023 as presented and conditioned.

STAFF COMMUNICATION – Planning Manager Sanders announced that there will be an Administrative Hearing on July 29, 2021.

ADJOURNMENT – meeting adjourned at 7:46 pm.