



Planning Commission Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009 • (805) 654-2662 • www.vcrma.org/divisions/planning

July 11, 2024

1. **8:31 A.M. HEARING CALL TO ORDER**

2. **ROLL CALL**

Commission:

Scott Boydstun	District 1
Charles Sandlin	District 2
Earl McPhail	District 3 - Absent
Maggie Kestly, Vice-Chair	District 4
Veronica Garcia, Chair	District 5

County Staff

Jaclyn Smith, Assistant County Counsel
Susan Curtis, Assistant Planning Director
Jennifer Trunk, Planning Manager, Commercial & Industrial Permit
John Novi, Planning Manager, Residential Permit
Thomas Chaffee, Senior Planner
Michael Conger, Senior Planner
Luz Juachon, Recording Secretary

3. **PLEDGE OF ALLEGIANCE TO THE FLAG**

4. **PUBLIC COMMENTS** – Time set aside for comments by citizens on matters not appearing on the agenda.

5. **APPROVAL OF MINUTES FOR JUNE 20, 2024.**

RECOMMENDED ACTION

Continued to the next Planning Commission meeting.

Motion: Continued to the next Planning Commission meeting

Motion carried: 4-0 with 1 absent, Commissioner McPhail

Yes: Commissioners Boydstun, Sandlin, Vice Chair Kestly, and Chair Garcia

6. PROJECT

A. CASE NUMBER: PL22-0066

APPLICANT: Crown Castle

PROJECT DESCRIPTION: The applicant requests approval of a Conditional Use Permit (CUP) to authorize the minor modification, continued use, operation, and maintenance of a Wireless Communication Facility (WCF) for a 10-year time period.

PROJECT LOCATION: 1557 Rice Avenue, Oxnard, CA 93003

ASSESSOR'S PARCEL NO.: 217-0-030-115 and 217-0-030-105

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT: This project is categorically exempt pursuant to CEQA Guidelines section 15301, class 1 (Existing Facilities).

COMMISSIONERS DISCLOSURE: None

CASE PLANNER: Thomas Chaffee

EMAIL: thomas.chaffee@ventura.org

Recommended Action

Approve staff recommendation.

Thomas Chaffee, Senior Planner, presented the staff report. The following recommended actions were presented to the Planning Commission:

1. **CERTIFY** that the Planning Commission has reviewed and considered the staff report and all exhibits hereto, and has considered all comments received during the public comment processes;
2. **FIND** that the project is categorically exempt from CEQA pursuant to Section 15301 of the CEQA Guidelines
3. **MAKE** the required findings to grant a CUP pursuant to Section 8111-1.2.1.1 of the Ventura County NCZO, based on the substantial evidence presented in Section E of this staff report and the entire record;
4. **GRANT** CUP Case No. PL22-0066, subject to the conditions of approval (Exhibit 4).

5. **SPECIFY** that the Clerk of the Planning Commission is the custodian, and 800 S. Victoria Avenue, Ventura CA 93009 is the location, of the documents and materials that constitute the record of proceedings upon which this

In-person Speaker:

- Scott Dunaway

Planning Commission Deliberation and Vote:

Motion: Approve staff recommended actions for PL22-0066.

Moved by: Commissioner Sandlin

Seconded by: Commissioner Boydston

Motion carried: 4-0

Yes: Commissioners Boydston, Sandlin, Vice Chair Kestly, and Chair Garcia

Absent: Commissioner McPhail

B. **CASE NUMBER:** PL23-0046

APPLICANT: Charles and Maryrose Caspary

PROJECT DESCRIPTION: The applicant requests approval of a Variance and Minor Modification to Coastal Planned Development (PD) Permit No. 1908 to allow construction of an addition to a two-story single-family dwelling. The addition includes 325 sq. ft. of living area. The Variance would authorize the addition to be located within the front setback, approximately 1 ft.-7 in. from the front property line, to align with the front of the existing garage.

PROJECT LOCATION: 3088 Solimar Beach Drive, Solimar Beach

ASSESSOR'S PARCEL NO.: 060-0-350-245

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT: This project is categorically exempt pursuant to CEQA Guidelines sections 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), 15304 (Minor Alterations to Land) and 15305 (Minor Alterations in Land Use Limitations).

COMMISSIONERS DISCLOSURE: None

CASE PLANNER: Michael Conger

EMAIL: michael.conger@ventura.org

Recommended Action

Approve staff recommendation.

Michael Conger, Senior Planner, presented the staff report. The following recommended actions were presented to the Planning Commission:

1. **CERTIFY** that the Planning Commission has reviewed and considered the staff report and all exhibits hereto, and has considered all comments received during the public comment processes;
2. **FIND** that the project is categorically exempt from CEQA pursuant to Section 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), 15304 (Minor Alterations to Land), and 15305 (Minor Alterations in Land Use Limitations) of the CEQA Guidelines, and that no unusual circumstances or other factor set forth in Section 15300.2 of the CEQA Guidelines preclude use of these exemptions;
3. **MAKE** the required findings to grant a Variance pursuant to Section 8181-4.2 of the Ventura County CZO, based on the substantial evidence presented in Section E of the staff report and the entire record;
4. **MAKE** the required findings to grant a Minor Modification of Coastal PD Permit No. 1908 pursuant to Section 8181-10.4.2(b), 818-3.2, and 818-3.5 et. seq. of the Ventura County CZO, based on the substantial evidence presented in Section F of the staff report and the entire record;
5. **GRANT** Variance and Minor Modification to Coastal PD Permit No. 1908 (Case No. PL23-0046), subject to the conditions of approval (Exhibit 4).
6. **SPECIFY** that the Clerk of the Planning Commission is the custodian, and 800 S. Victoria Avenue, Ventura CA 93009 is the location, of the documents and materials that constitute the record of proceedings upon which this

Speakers: None

Planning Commission Deliberation and Vote:

Motion: Approve staff recommended actions for PL23-0046.

Moved by: Vice-Chair Kestly

Seconded by: Commissioner Sandlin

Motion carried: 4-0

Yes: Commissioners Boydston, Sandlin, Vice Chair Kestly, and Chair Garcia

Absent: Commissioner McPhail

C. **CASE NUMBER:** PL22-0111

APPLICANT: Juan Carlos Lugo

PROJECT DESCRIPTION: The applicant requests approval of a Variance and Coastal Planned Development (PD) permit to authorize construction of a mixed-use structure. The project consists of a three-story 1,671 sq. ft. structure with a roof deck. The bottom floor will consist of a 321-sq. ft. retail space, and the second

and third floor will consist of a 1,350-sq. ft. residence. The second and third floor each includes a front deck of 111 sq. ft. and a rear deck of 56 sq. ft. The roof deck will be 1,010 sq. ft. The structure will be 35-ft. tall with an additional 4.75-ft. projection for stairway access to the roof deck. The Variance would authorize (1) additional building coverage; (2) additional driveways; and (3) a reduced carport setback.

PROJECT LOCATION: 202 Ocean Drive, Silver Strand Beach

ASSESSOR'S PARCEL NO.: 206-0-145-250

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT: This project is categorically exempt pursuant to CEQA Guidelines section 15303 (New Construction or Conversion of Small Structures) and section 15305 (Minor Alterations in Land Use Limitations).

COMMISSIONERS DISCLOSURE: None

CASE PLANNER: Michael Conger

EMAIL: michael.conger@ventura.org

Recommended Action

Approve staff recommendation.

Michael Conger, Senior Planner, presented the staff report. The following recommended actions were presented to the Planning Commission:

1. **CERTIFY** that the Planning Commission has reviewed and considered the staff report and all exhibits hereto, and has considered all comments received during the public comment processes;
2. **FIND** that the project is categorically exempt from CEQA pursuant to Sections 15303 (New Construction and Conversion of Small Structures) and 15305 (Minor Alterations in Land Use Limitations) of the CEQA Guidelines, and that no unusual circumstances or other factor set forth in Section 15300.2 of the CEQA Guidelines preclude use of these exemptions;
3. **MAKE** the required findings to grant a Variance pursuant to Section 8181-4 of the Ventura County CZO, based on the substantial evidence presented in Section E of this staff report and the entire record;
4. **MAKE** the required findings to grant a Coastal PD Permit pursuant to Section 8181-3.5 of the Ventura County CZO, based on the substantial evidence presented in Section F of this staff report and the entire record;

5. **GRANT** Variance and Coastal PD Permit No. PL22-0111, subject to the conditions of approval (Exhibit 4).
6. **SPECIFY** that the Clerk of the Planning Commission is the custodian, and 800 S. Victoria Avenue, Ventura CA 93009 is the location, of the documents and materials that constitute the record of proceedings upon which this

In-person Speakers:

- Juan Carlos Lugo
- Cathie Quinn Baum
- Mark Bradford
- Loren Naiman
- Anita Naiman
- Alicia Peak

Planning Commission Deliberation and Vote:

Motion: Approve staff recommended actions for PL22-0111.

Moved by: Vice-Chair Kestly

Seconded by: Commissioner Boydston

Motion carried: 4-0

Yes: Commissioners Boydston, Sandlin, Vice Chair Kestly, and Chair Garcia

Absent: Commissioner McPhail

7. **DISCUSSION:**

a) **Report by the Planning Director on Board actions and other matters.**

Assistant Planning Director Curtis has no reportable items from the Board of Supervisors. She informed the Planning Commission of the next hearing dates in the month of September.

b) **Items the Planning Commission may wish to introduce.**

No reportable action taken.

8. **MEETING ADJOURNMENT**

Chair Garcia adjourned the meeting at 10:14 a.m.



Luz Juachon, Recording Secretary
Ventura County Planning Division