



# Planning Commission Minutes

County of Ventura • Resource Management Agency

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

December 19, 2024

1. **8:34 A.M. HEARING CALL TO ORDER**

2. **ROLL CALL**

**Commission:**

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

**County Staff**

Jeff Barnes, Chief Assistant County Counsel  
David Edsall Jr., Assistant County Counsel  
Dave Ward, Planning Director  
Jennifer Trunk, Planning Manager, Residential Permits  
John Novi, Planning Manager, Commercial & Industrial Permits  
Michael Conger, Senior Planner  
AJ Bernhardt, Associate Planner  
Alan Dearden, Senior Fire Inspector, Ventura County Fire Prevention  
Alec Thille, Environmental Research Analyst, Agriculture/Weight & Measures  
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. **SET THE SCHEDULE OF HEARING FOR THE YEAR 2025**

**Motion:** The Planning Commission is available to meet every 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at 8:30 a.m. for the year 2025.

**Moved by:** Commissioner McPhail      **Seconded by:** Commissioner Boydstun

**Motion carried:** 4-0

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

**6. APPROVAL OF MINUTES FOR NOVEMBER 14, 2024.**

**RECOMMENDED ACTION**

Approve as presented.

**Motion:** Approve the October 17, 2024, Meeting Minutes.

**Moved by:** Commissioner McPhail      **Seconded by:** Commissioner Boydstun

**Motion carried:** 4-0 with

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

Absent: Chair Garcia

**7. PROJECTS**

A. **CASE NUMBER:** PL23-0009

**APPLICANT:** Keeley Mircetic

**APPELANT:** Richard Howard

**PROJECT DESCRIPTION:** The applicant requests approval of a Conditional Use Permit (CUP) and Planned Development (PD) Permit to authorize development of a single-family dwelling, an accessory dwelling unit (ADU), residential accessory structures, and structures accessory to an animal husbandry/keeping use. The PD Permit would authorize non-habitable residential accessory structures to cumulatively exceed 2,000 square feet (sq.ft.) and the development of five structures with a Surface Water Feature in the Habitat Connectivity and Wildlife Corridor (HCWC) Overlay Zone. The CUP would authorize animal husbandry / keeping accessory structures to exceed 2,000 sq.ft.

**PROJECT LOCATION:** 11820 Topa Vista Road, Santa Paula, CA 93060.

**ASSESSOR'S PARCEL NO.:** 037-0-080-115

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT:** Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15303 ("New Construction or Conversion of Small Structures").

**COMMISSIONERS DISCLOSURE:** None

**CASE PLANNER:** Michael Conger

**EMAIL:** [michael.conger@ventura.org](mailto:michael.conger@ventura.org)

**Recommended Action**

Approve staff recommendation.

Senior Planner Michael Conger presented the staff report.

**Speakers:**

- Erick Nagy
- Richard Howard
- Tony Luboff

**Statement Cards received:**

- Diana Luboff
- Tony Luboff

**Zoom Speaker:**

- Anais Luz

**Planning Commission Deliberation and Vote:**

**Motion:** Continue PL23-0009 to a date certain of February 20, 2025, to give the applicant an opportunity to consider a reasonable and feasible relocation of unpermitted structures including corral on their property. Direct staff to verify with Environmental Health Division, Groundwater Program Section of the Watershed Protection District, and the Ventura County Air Pollution District the information related to waste management and report back to the Planning Commission.

**Moved by:** Commissioner McPhail      **Seconded by:** Commissioner Boydston

**Motion carried:** 3-1

Yes: Commissioners Boydston, McPhail, and Vice Chair Kestly

No: Commissioner Sandlin

Absent: Chair Garcia

**B. CASE NUMBER: PL24-0024**

**APPLICANT:** Wellhead Power Solutions, LLC

**PROJECT DESCRIPTION:** The applicant requests approval of a Conditional Use Permit (CUP) for the construction and use of a Battery Energy Storage System (BESS) for a 30-year period. This use is classified as "Energy Production from Renewable Sources Energy Storage" pursuant to Section 8105-4 of the Ventura County Non-Coastal Zoning Ordinance (NCZO).

**PROJECT LOCATION:** The project site is located on the south side of Gonzales Road, approximately 0.5 miles west of the intersection of Victoria Avenue and Gonzales Road and the City of Oxnard.

**ASSESSOR'S PARCEL NOS.:** 183-0-010-105, 183-0-010-415, and 183-0-010-400

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT:** Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15183 ("Streamlined environmental review process for projects that are consistent with the densities established by existing zoning, community plan or general plan policies for which an EIR was certified").

**COMMISSIONERS DISCLOSURE:** None

**CASE PLANNER:** AJ Bernhardt  
**EMAIL:** [aj.bernhardt@ventura.org](mailto:aj.bernhardt@ventura.org)

**Recommended Action**  
Approve staff recommendation.

Planner Bernhardt 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 thereto, including the CEQA Guidelines 15183 Environmental Checklist (Exhibit 17), and has considered all comments received during the public comment process;
2. **MAKE** the findings set forth on pages 12 through 15 of the Environmental Checklist (Exhibit 17) which is incorporated herein by this reference and **DETERMINE** that the project is exempt from CEQA review pursuant to Section 15183 of the CEQA Guidelines for the reasons stated in the Environmental Checklist;
3. **MAKE** the required findings to grant the requested CUP pursuant to Section 81111-1.2.1a of the Ventura County NCZO, based on the substantial evidence presented in Section D and E of the staff report and the entire record;
4. **GRANT** CUP Case No. PL24-0024, 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 decision is based.

**Speakers:**

- Claudia Watts, Ascent Environmental
- Hal Dittmeir
- Jeremy Meyer
- Alex Mantazona
- Andy Conli

**Planning Commission Deliberation and Vote:**

**Motion:** Approve staff recommended actions for PL24-0021

**Moved by:** Commissioner Boydston      **Seconded by:** Commissioner McPhail

**Motion carried:** 4-0

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

Absent: Chair Garcia

**8. DISCUSSION:**

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


Planning Director Ward reported on the Planning items that went before the Board of Supervisors namely, the Mountain Fire recovery efforts, Housing Elements relating to state density bonus and special needs housing, Non-Coastal Zoning Ordinance package specifically on the use of temporary RV, and the appeal for the mixed-use project in the Silver Strand Beach.

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

Commissioner McPhail inquired if Planning has an idea of how many property owners are interested in pursuing home rebuilding from the recent Mountain Fire incident based on the permits that's coming in at the counter. Planning Director Ward responded to Commissioner McPhail's inquiry.

**9. MEETING ADJOURNMENT**

Vice Chair Kestly adjourned the meeting at 11:00 a.m.

  
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Luz Juachon, Recording Secretary  
Ventura County Planning Division