



# 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)

April 21, 2022

1. **8:30 A.M. HEARING CALL TO ORDER**

2. **ROLL CALL**

**Commission:**

Scott Boydston, Vice-Chair	District 1
Nora Aidukas	District 2
Earl McPhail, Chair	District 3 - Absent
Jim King	District 4
Veronica Garcia	District 5

**County Staff**

Jeff Barnes, County Counsel  
Jaclyn Smith, Assistant County Counsel  
Jennifer Trunk, Residential Permits Manager  
Kristina Boero, Senior Planner  
Luz Juachon, Recording Secretary

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

4. **CONSENT ITEM**

**Motion:** Approve Planning Commission Resolution No. 22-13, Continued remote teleconference meetings of Planning Commission.

**Moved by:** Commissioner King, **Seconded by:** Commissioner Aidukas

**Motion carried:** 4-0 with 1 absent – Chair McPhail

Yes: Commissioners Aidukas, Garcia, King and Vice-Chair Boydston

5. **PUBLIC COMMENTS** – None.

6. **APPROVAL OF MINUTES FOR MARCH 31, 2022**

**RECOMMENDED ACTION**

Approve, as presented.

**Motion:** Approve the March 31, 2022, Meeting Minutes.

**Moved by:** Commissioner Aidukas, **Seconded by:** Commissioner King

**Motion carried:** 4-0 with 1 absent – Chair McPhail

Yes: Commissioners Aidukas, Garcia, King and Vice-Chair Boydston

7. **PROJECT**

**CASE NUMBERS PL20-0050 and PL20-0051** – Applicant, Channel Islands Beach Community Services District

**PROJECT DESCRIPTION:** The applicant requests approval of a Conditional Use Permit with Parking Modification and associated conditional Voluntary Merger to merge multiple legal lots into one legal lot, and to redevelop the Channel Islands Beach Community Services District administration and operations facility.

**PROJECT LOCATION:** 353 Santa Monica Drive, Oxnard CA 93035.

**ASSESSOR'S PARCEL NUMBER(APN):** 206-0-311-050 and 206-0-311-060

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DOCUMENT:** Categorically Exempt pursuant to CEQA Guidelines Sections 15301 (Existing Facilities), 15302 (Replacement or Reconstruction), 15303 (New Construction of Small Structures), and 15304 (Minor Alterations to Land) of the CEQA Guidelines.

**COMMISSIONERS DISCLOSURES:** None

**CASE PLANNER:** Kristina Boero

**EMAIL:** [Kristina.Boero@ventura.org](mailto:Kristina.Boero@ventura.org)

RMA – Planning Division Case Planner, Kristina Boero presented the staff report. The following recommended actions were presented to the Planning Commission:

1. **CERTIFY** that the Planning Commission has reviewed and considered this staff report and all exhibits thereto, and has considered all comments received during the public comment process;
2. **FIND** that this project is categorically exempt from CEQA pursuant to Section 15301 (Existing Facilities), Section 15302 (Replacement or Reconstruction), Section 15303 (new Construction of Small Structures), and Section 15304 (Minor Alterations to Land) of the CEQA Guidelines;
3. **MAKE** the required findings to grant a CUP pursuant to Section 8181-3.5 of the Ventura County CZO, based on the substantial evidence presented in Section G of the Planning Commission staff report dated April 21, 2022, and the entire record;
4. **MAKE** the required findings to approve the conditional Voluntary Merger (VM) pursuant to Section 8210-3 of the Ventura County Subdivision

Ordinance (Exhibit 6), contingent upon the Applicant taking all steps necessary to effectuate the merger as set forth in Conditions of Approval Nos. 51 and 52 (Exhibit 5);

5. **GRANT** Coastal CUP (Case No. PL20-0050), subject to the conditions of approval, (Exhibit 5 of the Planning Commission staff report dated April 21, 2022) as amended in Exhibit 13 (Errata Memorandum);
6. **APPROVE** the requested Voluntary Merger of six legal lots into one legal lot (Case No. PL20-0051), contingent upon the Applicant taking all steps necessary to effectuate the merger as set forth in Conditions of Approval Nos. 51 and 52; and
7. **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.

### **Presentation of Public Speakers**

#### **Zoom Speakers:**

Gianfranco Laurie, Public Works Agency Traffic Engineer

Pete Martinez, applicant

Jeff Zook, Coastal Architects

Jared Bouchard, Channel Islands Beach Community Service District Board President

**Public Comments/Emails:** None

#### **Planning Commission Deliberation and Vote:**

**Motion:** Approve staff's recommendation as presented.

**Moved by:** Commissioner Aidukas **Seconded by:** Commissioner Garcia

**Motion carried:** 4-0 with 1 absent – Chair McPhail

Yes: Commissioners Aidukas, Garcia, King and Vice-Chair Boydston

### **8. DISCUSSION:**

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

Planning Manager Jennifer Trunk informed the commission of the item for upcoming meeting on May 5<sup>th</sup>.

- o May 5 – Appeal of the Planning Director's approval to a Site Plan Adjustment for a property in the Rincon Community. The commissioners are welcome to voluntarily drive by for a site visit. Since the project is in

a gated community, commissioners are advised to contact the case planner, Angela Georgeff (805) 654-5097 or at [Angela.Georgeff@ventura.org](mailto:Angela.Georgeff@ventura.org), who will coordinate access to project site.

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

Commissioner Garcia asked if May 5<sup>th</sup> is the first in-person hearing for Planning Commission. Planning Manager Jennifer Trunk confirmed yes and added that it is a hybrid hearing -- both an in-person and virtual hearing as well. Commissioner King asked if it's possible for a commissioner to participate remotely under hybrid hearing. Planning Manager Jennifer Trunk confirmed yes it is possible under the Planning Commission Resolution to continue remote teleconference meeting.

**9. MEETING ADJOURNMENT**

Vice-Chair Boydston adjourned the meeting at 9:36 AM.



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Luz Juachon, Recording Secretary  
Ventura County Planning Division