

City of Santa Paula

Planning Commission Agenda

CHAIRMAN GAIL "IKE" IKERD
VICE CHAIRMAN FRED ROBINSON
COMMISSIONER MICHAEL SOMMER



Regular Meeting of the
SANTA PAULA PLANNING COMMISSION

February 28, 2017

6:30 PM – Regular Meeting

SANTA PAULA CITY HALL
970 VENTURA STREET
SANTA PAULA, CA 93060

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Planning Department office and are available for public inspection. If you have any questions regarding any agenda item, contact the Planning Department at (805) 933-4214.

WELCOME TO THE CITY OF SANTA PAULA PLANNING COMMISSION MEETING

You are invited to attend all Planning Commission meetings. Agendas are posted in the front of City Hall in advance of the scheduled meetings. Information for meetings may be obtained by contacting the Planning Department Office. The Santa Paula Planning Commission's regular meetings start at 6:00 p.m. the fourth Tuesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula.

BRINGING ITEMS BEFORE THE PLANNING COMMISSION

If you wish to speak at a Planning Commission meeting, please fill out a yellow Public Comment Form noting your name and address and submit the form to the City Clerk. Include the Agenda Item number, when appropriate.

1. Items Not on the Agenda: If you wish to discuss an item which is not scheduled on the Agenda, you may address the Planning Commission during *Public Comment*. Please realize that due to the limitations placed on the Planning Commission by provisions of the *California Government Code*, the Planning Commission ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment will be referred to staff or considered on a future agenda.

2. Agenda Items: Items being considered by the Planning Commission may appear on the Consent Calendar, as an Order of Business, or as a Public Hearing. Public comments on each type of item are handled differently, as explained below:

- a. For items appearing on the Consent Calendar, please submit a Public Comment Form before the Commission takes action on the Consent Calendar. Items that receive a Public Comment Form may be pulled from the Consent Calendar by the Chairperson and discussed separately by the Planning Commission.
- b. For items appearing as an Order of Business, the Chairperson will announce the Agenda Item and request the staff report; the staff member responsible will give a brief summary of the report; the Planning Commission will have an opportunity to ask questions of staff; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); and the Planning Commission will discuss the item and then take appropriate action.
- c. For items on which a Public Hearing is scheduled, the Chairperson will open the public hearing and receive the staff report; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); the Planning Commission will discuss the item; and the Chairperson will close the public hearing after Planning Commission action.

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the Planning Commission at or before the meeting. Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.*

In compliance with the **Americans with Disabilities Act**, if you need special assistance to participate in this meeting, please contact the Planning Department at (805) 933-4214. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35, 102-35.104 ADA Title II.) Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution in the Planning Department's office.



CITY OF SANTA PAULA
PLANNING COMMISSION
MINUTES • FEBRUARY 28, 2017

Regular Meeting

Council Chambers

6:30 PM

All exhibits, petitions, photos, and other materials submitted to the Commission in conjunction with any item on this Agenda become a part of the City of Santa Paula's records and are not returnable.

1. CALL TO ORDER

Chairman Ikerd called the meeting to order at 6:28pm.

2. PLEDGE OF ALLEGIANCE

Commissioner Sommer led the Pledge of Allegiance.

3. ROLL CALL

Attendee Name	Title	Status	Arrived
Fred W. Robinson	Vice Chairman	Present	6:30 PM
Michael Sommer	Commissioner	Present	6:30 PM
Gail Ikerd	Chairman	Present	6:30 PM
Janna Minsk	Planning Director	Present	6:30 PM
James Mason	Deputy Planning Director	Present	6:30 PM
N.D. Doberneck	Associate Planner	Present	6:30 PM
Tom Tarantino	Planning Technician	Present	6:30 PM
Gregg Kettles	Assistant City Attorney	Present	6:30 PM

4. FINAL AGENDA

Agenda final as submitted. Adherence to Brown Act requirements for applicable Public Hearing items confirmed by Planning Technician.

5. PUBLIC COMMENT

REMINDER: in order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the Planning Commission. A Public Comment Form must be submitted to the Secretary before the beginning of the Public Comment period in order to be recognized to speak. Individuals submitting Public Comment Forms after the beginning of the Public Comment period will not be allowed to speak at this time, but may be recognized to speak by the Chair at the conclusion of the meeting. Individual Commissioners may briefly respond to Public Comments or ask questions for clarification. The Planning Commission may direct staff to report to the

Planning Commission on the item at a later meeting. For items appearing on the Agenda, the public will be invited to make comments at the time the item comes up for Planning Commission consideration. If a member of the public wishes to address a Consent Calendar item, please submit a Public Comment Form for that item. It may then be discussed separately by the Commission, and the public will be invited to make comments at that time. At all times, please use the microphone and write your name and address on the Public Comment Form provided.

No public comment.

6. CONSENT CALENDAR

Information has been provided to the Planning Commission on all matters listed under the Consent Calendar. These items are considered to be routine, and are normally approved by one motion. If discussion is requested by a Commissioner on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Sommer, Commissioner
SECONDER:	Fred W. Robinson, Vice Chairman
AYES:	Robinson, Sommer, Ikerd

A. Approval of Minutes for the January 24, 2017 Planning Commission Meeting

- **Staff Presentation:** Tom Tarantino, Planning Technician

RECOMMENDED ACTION:

Staff recommends a motion for approval of the Minutes of the January 24, 2017 Planning Commission Meeting.

Commissioner Sommer moved to approve the minutes of the January 24, 2017 Planning Commission Meeting as submitted. Vice Chairman Robinson seconded the motion. All were in favor and the motion carried.

7. ORDER OF BUSINESS

A. Resolution Establishing Rules for Conducting Planning Commission Meetings

- **Staff Presentation:** Janna Minsk, Planning Director

A request for approval of Resolution No. 3761 amending Rule 2.3 Meeting Dates/Time for Planning Commission meetings per request of Planning Commissioners.

RECOMMENDED ACTION: Staff recommends that the Planning Commission approve Resolution No. 3761.

Chairman Ikerd moved to approve Resolution No. 3761 as submitted, revising Rule 2.3 to change the start time of future Planning Commission meetings to 6:00pm, on the fourth Tuesday of every month. Vice Chairman Robinson seconded the motion. All were in favor and the motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gail Ikerd, Chairman
SECONDER:	Fred W. Robinson, Vice Chairman
AYES:	Robinson, Sommer, Ikerd

8. PUBLIC HEARING

- Verification of Legal Notice Requirements for Public Hearing
- Declaration of Conflicts
- Declaration of Ex Parte Contacts
- Open Public Hearing

Chairman Ikerd opened the Public Hearing at 6:35pm.

Conflicts of Interest: None.

Ex Parte Contacts: None.

A. 2016-CDP-05 Ventura Directional Drilling

- **Staff Presentation:** N.D. Doberneck, Associate Planner

A request for approval of a Community Development Permit (Zone Change, Conditional Use Permit, Landscape Review, and Sign Review) to consider a proposal for Ventura Directional Drilling to establish a new business operation at a vacant commercial site. This request also involves a zoning district change from C-H (Highway Commercial) to L-I (Light Industrial).

RECOMMENDED ACTION:

Staff recommends that the Planning Commission select Alternative No. 1, adopting Resolution No. 3762 recommending the City Council approve a Community Development Permit (Zone Change, Conditional Use Permit, Landscape Review, and Sign Review) to establish a new business operation at a vacant commercial site.

Associate Planner Doberneck presented the item to the Commissioners and reiterated that tonight's decision is only the first step for the project. Because it involves a zoning change, it will still require City Council approval.

Commissioner Sommer commended Staff for the thoroughness of the project report, particularly the analysis of native California plant species included in the Landscape Plan.

Vice Chairman Robinson stated he also thinks the project will be a great improvement, as he considers the current parking situation dangerous and the area unattractive. He feels the project will complement the current businesses well, and should fit with the East Area 2 project in the future as well.

Ben Turner, project representative from Robert William Company of Santa Paula, spoke briefly on behalf of the applicants, Mr. & Mrs. John Fields, stating the project will raise the bar for the neighborhood and this blighted area in particular.

Sheryl Hamlin, resident at 830 Teague Dr., commended the report and the project, and asked whether there would be an opportunity for inclusion of a sales tax in the project.

Associate Planner Doberneck stated that since this is a service-oriented business, it is generally not subject to sales tax in California.

Vice Chairmain Robinson moved to select Alternative No. 1, adopting Resolution No. 3762 recommending the City Council approve a Community Development Permit (Zone Change, Conditional Use Permit, Landscape Review, and Sign Review) to establish a new business operation at a vacant commercial site, subject to the revised Conditions of Approval presented at this meeting. Commissioner Sommer seconded the motion. All were in favor and the motion carried.

Chairman Ikerd closed the Public Hearing at 6:46pm.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Fred W. Robinson, Vice Chairman
SECONDER:	Michael Sommer, Commissioner
AYES:	Robinson, Sommer, Ikerd

- Close Public Hearing

9. NEW BUSINESS

None.

10. CITY COMMUNICATIONS

A. Planning Department

Director Minsk stated that the Planning Dept. held a Design Workshop focused on improving the downtown this past Saturday, February 25th from 11:00am to 3:00pm. 43 people attended, and reviewed 21 concepts for the downtown area. Project

consultants are currently tabulating the results, which will feed into the General Plan update.

Director Minsk continued that there will be an EIR Scoping Meeting on March 2nd, which is open to the public. Scoping meetings are the first steps in the environmental review processes involved with a General Plan update under CEQA.

B. Planning Commission

Assistant City Attorney Kettles briefly updated the Commissioners on the status of the lawsuit challenging the Hardison House project. Since the last Planning Commission meeting, the parties in the case have entered into a settlement in principle, which would resolve the dispute. The nature of the settlement is that the project would be proposed in a "smaller, less impactful" way, and probably be taken back to the City Council. Should the Council approve the revised project, the lawsuit would be dismissed.

Commissioner Sommer asked if there was a timeframe for this process.

Assistant City Attorney Kettles replied that staff was currently working on the revised project, and the settlement has not yet been documented. As such, the process likely will take several more months.

11. REQUEST FOR FUTURE AGENDA ITEMS

Any Planning Commissioner may make a motion only to place an item on a future Agenda. Members may discuss whether or not the item should be placed on the agenda and the description of the item. The motion is non-debatable. Placement of an item on a future Agenda requires a majority vote. The Planning Director has discretion as to when the item will be placed on the Agenda, unless otherwise directed by the Planning Commission.

None.

12. ADJOURNMENT

Chairman Ikerd adjourned the meeting at 6:50pm.

NOTICE: Actions by the Planning Commission on the above items cannot be appealed to the City Council after 4:30 p.m. on **March 10, 2017**. Be advised that if you bring a legal challenge to a Planning Commission decision, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the Planning Commission at or before the meeting.