



CITY OF CAMARILLO
PLANNING COMMISSION MINUTES

Regular Meeting
Tuesday, May 6, 2014 – 7:30 p.m.
City Hall Council Chambers, 601 Carmen Drive

The meeting was called to order by Chairman Hemmens at 7:30 p.m.

ROLL CALL

Present: Commissioners Boyce, Edsall, Lusk, Vice-Chairman Davis, and
Chairman Hemmens

Absent: None

Staff Present: Steve Mitchell, Senior Planner
Tom Fox, Director of Public Works
Lisa Kurihara, Deputy City Attorney
Jackie Lee, Associate Planner
Tim Moran, Planning Technician
Ken Matsuoka, Principal Civil Engineer
Laura Fox, Recording Secretary

The Pledge of Allegiance was led by Commissioner Boyce.

MINUTES - Regular meeting of April 1, 2014

There was a MOTION by Commissioner Edsall, a SECOND by Vice-Chairman Davis, to approve the minutes as submitted. The Motion carried with a vote of 5 – 0.

MINUTES – Special meeting of April 23, 2014

There was a MOTION by Commissioner Boyce, a SECOND by Vice-Chairman Davis, to approve the minutes with the correction that the Commission recessed and reconvened after the City Council's evening session and adjourned at 8:50 pm. The Motion carried with a vote of 3 – 0 – 2 with Commissioner Lusk and Chairman Hemmens abstaining.

PUBLIC COMMENT

There was no public comment.

PUBLIC HEARING

Ordinance adding Landscape Guidelines

The City of Camarillo has initiated an amendment to Chapter 19.38 (Walls, Fences, and Landscaping) of Title 19 (Zoning) of the Camarillo Municipal Code. The amendment includes modifying Section 19.38.010 (Purpose) and adding new Section 19.38.060 (Landscape and Irrigation Guidelines) to Chapter 19.38.

Associate Planner Lee gave an overview of the Ordinance Amendment utilizing a PowerPoint presentation.

Chairman Hemmens invited questions from the Commission.

Commissioner Edsall asked if it would be in the permit process to clarify the particular brand or the quality that is expected for artificial grass.

Ms. Lee answered that a zone clearance would be required to put in artificial grass to ensure that 50 percent of the landscaping would be live plants and that the artificial grass has a minimum of an eight-year no-fade warranty, along with the other criteria that the artificial grass would need to comply with.

Commissioner Boyce remarked that the non-living materials may not exceed 40 percent of the landscaping and asked how that was measured.

Ms. Lee answered that the percentage is 50 percent excluding the walkway and the driveway. She added that the area that would normally be devoted or required to be landscaped, of that, 50 percent can be used as artificial turf, and the remaining area would have to be live plant materials, which can include boulders, the mulch surrounding the tree, and the ground cover. She said the square footage is typically something that is provided on a landscape plan.

Chairman Hemmens asked how the landscape guidelines would be communicated to the individual homeowners.

Ms. Lee responded that as individuals have asked, they have been informed that certain guidelines are being reviewed and will be available. She said that an article for the *City Scene* will be submitted.

There were no further Commission comments.

Chairman Hemmens then OPENED the public hearing and invited the public to speak.

PUBLIC HEARING OPENED

There were no public comments.

Chairman Hemmens then CLOSED the public hearing.

PUBLIC HEARING CLOSED

Chairman Hemmens called for comments from the Commission.

There were no further Commission comments.

In response to a call for a resolution by Chairman Hemmens, Senior Planner Mitchell introduced Resolution No. PC 2014-10, recommending approval of the Zoning Ordinance Amendment to the Landscape and Irrigation Guidelines. It was MOVED by Commissioner Lusk, SECONDED by Commissioner Boyce, to waive further reading and adopt. With a vote of 5 – 0, the MOTION CARRIED.

Capital Improvement Projects (CIP) (Various Agencies)

Planning Technician Moran stated that he will present an overview of the various CIPs, which are Items # 7, 8, and 9 of the agenda as one presentation.

Chairman Hemmens asked for clarification on how to address the public comment section of each item.

Deputy City Attorney Kurihara stated that it is up to the Chairman, as long as the public is given an opportunity to speak.

Mr. Moran gave an overview of the various CIPs and stated that following a review by staff, it has been determined that all the projects being proposed by the agencies are consistent with the City's General Plan and that no specific coordination is necessary.

Director of Public Works Tom Fox gave an overview of the City's CIP.

Chairman Hemmens called for comments from the Commission.

Commissioner Boyce asked about the landscaping around the new high school.

Mr. Fox explained that the area where the landscaping was removed was due to a transition area where the road will be built for the school. The school will plant their own landscaping that will replace what was once library landscaping on what is now school property. He also noted that the irrigation system that fed the whole area was one irrigation system that will need to be divided to separate the landscaping on the school's property from the library. This separation is the school's responsibility. Mr. Fox said that the landscape plans show what landscaping needs to be replaced, so that it will be consistent with the library's landscape theme.

Commissioner Boyce asked if the landscaping and irrigation for the sidewalk between the road and the library property will be watered by the School District.

Mr. Fox answered in the affirmative. Mr. Fox explained that the School District has a slope area that is going to be on the side of the road facing the library adjacent to the library property and the landscaping along that slope will be their responsibility to maintain and water.

Commissioner Davis asked if coordination needs to happen in regard to county service area 29 proposed sewer forced main relocation.

Mr. Fox answered that the airport's sewer would ultimately tie into the City's system and would be coordinated with City staff. The sewer would be the school's project, and they would take the lead.

Commissioner Davis asked if the City's pressure in the stations would be affected.

Mr. Fox answered that it would not and explained that it is intended to replace in kind and have the same effect that it does today.

Mr. Lusk asked if Mr. Fox had heard about a study regarding the bridge that goes over the creek at Las Posas or Adolfo being too narrow and that as material built up, could impact the bridge and bring it down.

Mr. Fox replied that it is the Adolfo bridge and Upland bridge that staff keeps their eye on because as the sediment builds up under either of those bridges, it could ultimately reduce the capacity of the channel to where there could be some potential flooding. He explained that the Watershed Protection District is responsible for the creek and a number of years ago they came through with a fairly major project to remove the sediment. He said the City and the Watershed Protection District keep an eye on it and explained the measures the District is taking to have it more self-managed.

Chairman Hemmens asked if that was something that should have been engineered by the Watershed Protection District prior to the installation of the new Upland Bridge.

Mr. Fox answered that the issue is bigger than just a bridge and that it really relates to the whole watershed. The sediment comes from many different areas, and it was a matter of studying the watershed on a systemic level. He said that installing a bridge does not create a sediment problem but does create a restriction. He said designing a bridge does not solve the problem; it requires a bigger solution.

There were no further Commission comments.

2014-2019 Capital Improvement Projects (County of Ventura and Various Agencies (5))

Chairman Hemmens opened the public comment section.

There were no public comments.

Chairman closed the public comment.

2014-2019 Capital Improvements Projects – Camarillo Airport

Chairman Hemmens opened the public comment section.

There were no public comments.

Chairman closed the public comment.

Commissioner Edsall *MOVED* as so stated; Commissioner Boyce *SECONDED*. Via *MINUTE ACTION*, the Commission *APPROVED* the 2014-2019 Capital Improvement Projects (County of Ventura and Various Agencies (5)) and the 2014-2019 Capital Improvements Projects – Camarillo Airport with a vote of 5–0 and directed staff to forward the Planning Commission's findings to the City Council for their approval.

City of Camarillo 2014 Five-Year Capital Improvement Program

Chairman Hemmens opened the public comment section.

There were no public comments.

Chairman closed the public comment.

Commissioner Davis *MOVED* as so stated; Commissioner Edsall *SECONDED*. Via *MINUTE ACTION*, the Commission recommends approval to the City Council with the findings that the projects proposed in the City's FY 2014 Five-Year Capital Improvement Program are consistent with the General Plan of the City of Camarillo and that no further coordinated program is required.

2014 General Plan Annual Report for Year 2013

Planning Technician Moran gave an overview of the General Plan Annual Report utilizing a PowerPoint presentation.

Chairman Hemmens called for comments from the Commission.

Vice-Chairman Davis stated that in the Housing Element Section on Page 19, Exhibit 4, the Year 2010, it shows 283 units constructed in the low-income category, but in the total column, it shows zero. He said there appears to be a number that was not carried over in the table.

Mr. Moran stated that staff would make that change.

Commissioner Boyce as to how or if the targets from previous cycles carry over to the succeeding cycle.

Mr. Mitchell stated that staff will get back to the Commission with the answer.

Commissioner Boyce asked if staff knew how Camarillo ranks in protecting historically-valued structures, particularly, residential structures.

Mr. Mitchell responded that Camarillo does not have any designated or registered historic structures.

Chairman Hemmens asked that regarding the Housing Element, page 11, Exhibit 2, the Summary of Land Area, if we are where we should be, in terms of the residential when compared to the others, since the residential essentially results in an expense to a city, while industrial/commercial helps with revenue, and how does that 54 percent compare to other cities in Ventura County, and has it been holding steady for the past few years as far as a percentage. He also asked if the City is going more residential than there had been before or more commercial/industrial.

Mr. Mitchell stated that staff will get back to the Commission with the answer.

Chairman Hemmens asked if 1964 was when there was the first General Plan for the City.

Vice-Chairman Davis responded that in 1969, the City adopted a colored map. He then responded that in the 1970s, a real General Plan was adopted.

There were no further questions of staff.

Chairman Hemmens opened the public comment section

There were no public comments.

Chairman closed the public comment.

Commissioner Davis **MOVED** as so stated; Commissioner Boyce **SECONDED**. Via **MINUTE ACTION**, the Commission **APPROVED** the 2014 General Plan Annual Report for Year 2013 with a vote of 5-0 and directed staff to forward the Planning Commission's findings to the City Council for their approval.

DIRECTOR'S REPORT

Senior Planner Mitchell reported the following:

- 1) **Burger King:** The proposed renovation of Burger King has received building permits and the project is under construction.
- 2) **Cedar Oak mixed-use project:** The request for proposals for the construction of the Cedar Oak mixed-use project on Ventura Boulevard in Old Town should be released to interested developers and the public next week. Following evaluation of the proposals, the City Council will negotiate a Development Agreement for construction of the project. We have received approximately 40 requests to be included on the interest list.
- 3) **Crestview Ranch:** A proposal for the annexation of the approximately 19-acre Crestview Ranch at Crestview and Dominica Court is being processed and should be coming to the Planning Commission at its next meeting. The proposal is to convert the ranch to 13 single-family homes on minimum one-acre lots.

PUBLIC COMMENT

There was no public comment.

COMMISSION COMMENT

Commissioner Edsall stated that he will be absent at the next meeting.

Chairman Hemmens stated that he will be absent at the June 17 meeting.

There was no further Commission comment.

ADJOURNMENT

There being no further business to come before the Commission, Chairman Hemmens adjourned the meeting at 8:22 p.m.

Respectfully submitted,



Secretary of the Commission

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