



# CITY OF CAMARILLO PLANNING COMMISSION MINUTES

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**Regular Meeting**  
**Tuesday, January 19, 2016 – 7:30 pm**  
**City Council Chambers, 601 Carmen Drive**

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

## **ROLL CALL**

Present: Commissioners Edsall and Valenzano, Vice Chairman Lusk, and Chairman Davis

Absent: Commissioner Hemmens

Staff Present: Joe Vacca, Director  
Kane Thuyen, Deputy City Attorney  
Dave Klotzle, Director of Public Works  
Steve Mitchell, Principal Planner  
Tim Moran, Planning Technician  
Laura Fox, Recording Secretary

There were 11 people in the audience.

**THE PLEDGE OF ALLEGIANCE** was led by **Commissioner Valenzano**.

## **MINUTES**

### **Regular Meeting of December 1, 2015**

There was a MOTION by Commissioner Valenzano, a SECOND by Commissioner Edsall, to approve the minutes. With a vote of 4 – 0 – 1, with Commissioner Hemmens absent, the **MOTION CARRIED**.

## **PUBLIC COMMENTS**

There were no public comments.

### **PLANNING COMMISSION REORGANIZATION FOR 2016**

Chairman Davis invited nominations for the new Chairman of the Planning Commission for the coming year. Vice-Chairman Lusk nominated Larry Davis as the Chairman. There being no further nominations, by a vote of 4 – 0 – 1, with Commissioner Hemmens absent, Larry Davis was confirmed as the 2016 Chairman of the Planning Commission. Chairman Davis invited nominations for the 2016 Vice-Chairman. Commissioner Edsall nominated Vice-Chairman Lusk as the Vice-Chairman. There being no further nominations, by a vote of 4 – 0 – 1, with Commissioner Hemmens absent, Walt Lusk was confirmed as the 2016 Vice-Chairman of the Planning Commission.

It was further confirmed by a vote of 4 – 0 – 1, with Commissioner Hemmens absent, that Commissioners Edsall and Hemmens will serve on the Architectural Review Committee, and Commissioners Lusk and Valenzano will serve on the Ordinance Committee for the Year 2016.

## **PRESENTATION OF PLAQUE TO LARRY DAVIS (2015 Chairman)**

Director Vacca presented a plaque to Chairman Davis and expressed appreciation on behalf of the City Council and staff for his service as the 2015 Chairman of the Planning Commission. Mr. Davis addressed the audience, fellow Planning Commissioners, and staff to express his gratitude for everyone's support of his role as the Chairman of the Planning Commission.

## **PUBLIC HEARING**

### **Conditional Use Permit 376, Camarillo Recycling, Inc.**

An application has been received from Camarillo Recycling, Incorporated, requesting approval of a conditional use permit (CUP) for the operation of a recycling facility within an existing industrial building located at 849 Via Alondra, in the M-1 (Light Manufacturing) Zone.

Planning Technician Moran gave an overview of the conditional use permit application utilizing a PowerPoint presentation. Chairman Davis asked if there were any questions of staff from the Commission.

Upon a question by Commissioner Edsall, Mr. Moran stated that the City has not received any complaints from current surrounding uses or the existing facility, and that the proposed operations will be the same as of the current location. Director Vacca stated there is an opposition letter in the packet for the proposed location.

Upon a question from Commissioner Valenzano, Mr. Moran stated that the machines are in compliance with the City's Noise Ordinance.

Upon a question from Vice-Chairman Lusk, Mr. Moran explained the drop-off procedure.

There were no further Commission questions.

Chairman Davis opened the public hearing.

## **PUBLIC HEARING OPENED**

**Patrick McIlhenney**, applicant representative: Mr. McIlhenney stated he is available to answer any questions.

**Oren Zarin**, applicant: Mr. Zarin thanked the Commission. Upon a question from Vice-Chairman Lusk, Mr. Zarin stated that they buy recyclables from the public, densify some materials, and ship all material for processing elsewhere.

**Robin Anderson**, neighboring business for the proposed site: Mr. Anderson spoke in opposition of the project. He expressed his concern regarding the parking, disabled parking location, and resurfacing of the parking lot. Mr. Anderson stated that the project appears to be more of a retail business with the amount of traffic coming through.

Director Vacca stated that staff will confirm that the regulations for accessible parking are met. He also stated that the entire loading area and parking lot in the rear of the building is concrete parking and will not require resurfacing.

**Michael Dupont**, neighboring business for the new site: Mr. Dupont agreed with Mr. Anderson and stated his concerns regarding the parking and traffic.

There being no further public comments, Chairman Davis closed the public hearing.

## **PUBLIC HEARING CLOSED**

### **Architectural Review Committee Report**

Commissioner Edsall reported that the Committee reviewed the project, and that they feel the update does not have much of an impact and did not cause a concern. He stated that the Committee recommends approval.

Director Vacca indicated that the project is a conditionally-permitted use in the zone, so it is not permitted by right, and if there are violations or problems with compatibility or lack of compliance with the conditions of approval, then the permit could be revoked.

Chairman Davis called for a discussion from the Commission.

The Commissioners stated they are in favor of the project.

There was no further discussion from the Commission.

In a response to a call for a resolution by Chairman Davis, Director Vacca introduced PC Resolution No. 2016-01, approving CUP-376 for Camarillo Recycling, Incorporated, subject to the conditions of approval. Commissioner Edsall MOTIONED, Vice-Chairman Lusk SECONDED, to waive further reading and adopt. With a vote of 4 – 0 – 1, with Commissioner Hemmens absent, the **MOTION CARRIED**.

### **PUBLIC HEARING**

#### **Residential Planned Development 197M(1), VCTC Old Town Office**

An application has been received from the Ventura County Transportation Commission (VCTC) requesting approval of a modification to Residential Planned Development No. 197 to allow for interior improvements, façade renovation, and site improvements to the former Ventura County Courthouse located at 2220 Ventura Boulevard in Old Town Camarillo, which is owned by the City. Approval will also include conditions for division of the property to allow for transfer of the ownership of the building and underlying land to VCTC, while ownership of the parking lot area is retained by the City. The subject site contains approximately 1.10 acres and is located on the south side of Ventura Boulevard in the RPD (Residential Planned Development) Zone.

Principal Planner Mitchell gave an overview of the project utilizing a PowerPoint presentation.

Chairman Davis asked if there were any questions of staff from the Commission.

Mr. Mitchell replied to a question by stating that there will not be any changes to the footprint of the building. He also replied that there will be some stockpiling of supplies on the site, which may have some impact to the Farmers Market.

Mr. Vacca replied to a question by stating that the purchase agreement does comply with State law.

Chairman Davis opened the public hearing.

#### **PUBLIC HEARING OPENED**

**Tony Trembley**, Camarillo Hospice Board Member: Mr. Trembley spoke on behalf of the Farmers Market and stated that their primary concerns include access, adequate space, restroom facilities, and trash receptacles and service.

There being no further public comment, Chairman Davis closed the public hearing.

#### **PUBLIC HEARING CLOSED**

Director Vacca stated that the City will retain ownership of the parking lot and reviewed the overview of the proposed landscaping plan for the lot. He explained that staff looked sensitively at the site plan with regard to continued special event uses, while addressing some enhanced landscaping. Public Works

Director Klotzle stated that the schedule for the resurfacing of the parking lot has not been determined but would work to minimize the impacts to any event uses.

Upon comments from the Commission, Director Vacca stated that preserving the Farmers Market use at this location was considered all along, but the shared use of the parking lot should not be the primary consideration for this project, as the new façade and additional office employees are positive additions to the Old Town neighborhood.

#### **Architectural Review Committee Report**

Commissioner Edsall reported that the Committee reviewed the project, and they felt it is in compliance with Old Town Guidelines and would be compatible with the design requirements for that area. He stated that the Committee recommends approval.

Chairman Davis called for a discussion from the Commission.

Commissioner Valenzano expressed his concerns regarding the façade in that it is not Spanish-style architecture and does not appear to be consistent with what has been approved recently. Director Vacca stated in response that the Old Town Guidelines allow for more variety in the allowable mix of architectural styles deemed acceptable.

Commissioners Lusk and Edsall and Chairman Davis expressed concerns about moving forward before the concerns of the parking lot shared uses have been addressed.

**Darren Kettle**, Executive Director of Ventura County Transportation Commission (VCTC): Mr. Kettle explained that discussions have been in the works with the City for 18 months, and all through the process, they have been trying to make sure the recognition of the Farmers Market and Fiesta were in the forefront. He stated that he is a regular attendee of the Farmers Market. He said the VCTC is excited to call "2220 Ventura Boulevard" home. Mr. Kettle confirmed that the restrooms will not be available on the weekends. He stated that as far as the external operations of the Farmers Market, the VCTC want to make it as similar to the way it works today.

After discussion with the Commissioners, staff, and the applicant to address the concerns of the parking lot use, it was determined that staff would add a special condition to the conditions of approval that would state: "Staff shall coordinate a meeting between City staff, VCTC, and the operators of the Farmers Market and Fiesta to review the project to ensure substantial compliance with operations of the Farmers Market and Fiesta continuing in the future, as is does presently, prior to issuance of the zone clearance for the building permit."

After further discussion to add the scheduling of the improvements to minimize impacts as much as possible, the Commissioners agreed they were satisfied with the project with the added special condition.

There was no further discussion from the Commission.

In a response to a call for a resolution by Chairman Davis, Director Vacca introduced PC Resolution No. 2016-02, with the added special condition, approving RPD-197M(1), VCTC Old Town Office, subject to conditions of approval. Commissioner Valenzano MOTIONED, Commissioner Edsall SECONDED, to waive further reading and adopt. With a vote of 4 – 0 – 1, with Commissioner Hemmens absent, the **MOTION CARRIED**.

#### **DIRECTOR'S REPORT**

Director Vacca reported that Ms. Oksana Buck has been hired as an Associate Planner. He said the Planning Commission Academy will be held March 2 through 4, 2016, in San Ramon. Mr. Vacca stated that

several informational items were included in the packet. He indicated that the March 1, 2016, Planning Commission meeting is anticipated to be cancelled.

#### **COMMISSION COMMENTS**

Commissioner Valenzano requested that the informational items be emailed to the Commissioners. Chairman Davis said that if the Commissioners leave for the Academy on March 2, there can still be a Planning Commission meeting on March 1.

There were no further Commission comments.

#### **ADJOURNMENT**

There being no further business before the Commission, Chairman Davis adjourned the meeting at 8:53 p.m.

Respectfully submitted,



Secretary of the Commission

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