



CITY OF CAMARILLO

PLANNING COMMISSION MINUTES

Regular Meeting
Tuesday, April 17, 2018 – 7:30 p.m.
City Council Chambers, 601 Carmen Drive

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

ROLL CALL

Present: Chairman Edsall, Vice-Chair Hemmens, Commissioners Lusk, Murphy, and Valenzano

Staff Present: Joe Vacca, Director of Community Development
Kane Thuyen, Deputy City Attorney
Michelle Glueckert D'Anna, Senior Planner
Jamie Avila, Recording Secretary
Janessa Gutierrez, Staff Assistant I

There were 4 people in the audience.

THE PLEDGE OF ALLEGIANCE was led by Vice-Chair Hemmens.

MINUTES – Regular Meeting of March 20, 2018

It was MOVED by Vice-Chair Hemmens to approve the minutes for the March 20, 2018 meeting. Commissioner Lusk SECONDED. With a vote of 5 in favor, the **MOTION CARRIED.**

MINUTES – Special Meeting of March 28, 2018

It was MOVED by Commissioner Murphy to approve the minutes for the March 28, 2018 special meeting. Commissioner Lusk SECONDED. With a vote of 4 in favor, with Vice-Chair Hemmens abstained, the **MOTION CARRIED.**

PUBLIC COMMENTS

There were no public comments.

PUBLIC HEARING

CUP-299M(1), Coach Patty's Gymnastics

The applicant requested approval of a modification of a Conditional Use Permit [CUP-299M(1)] for tenant improvements to an existing industrial building to accommodate the expansion of Coach Patty's Gymnastics into an adjacent tenant space. The 15.59-acre project site is located at 300 South Lewis Road, and specifically includes, Suites D, E, and M1, within the Dawson Drive Industrial Area.

Senior Planner Michelle Glueckert D'Anna gave an overview of the project utilizing a PowerPoint presentation and made herself available for questions.

The Planning Commission asked questions, which staff answered to their satisfaction.

Chairman Edsall declared the **PUBLIC HEARING OPEN.**

Applicant, Coach Patty Sylvis – Coach Patty made herself available for questions.

There was one non-verbal comment card received in favor of the project.

Hearing no further requests to speak, either for or against the item, the Chairman declared the **PUBLIC HEARING CLOSED.**

Chairman Edsall called for Commission discussion. The Commissioners stated their support of the project.

In response to a call for a resolution by Chairman Edsall, Director Vacca introduced Resolution No. PC 2018-11, approving CUP-299M(1), Coach Patty's Gymnastics, subject to all conditions of approval.

Commissioner Valenzano MOVED, Vice-Chair Hemmens SECONDED, to waive further reading and adopt. With a unanimous vote of 5 in favor, the **MOTION CARRIED.**

PUBLIC HEARING

Public Hearing Noticing Procedures, Proposed CMC Chapter 19.84 and Conforming Amendments to CMC Titles 18 (Subdivisions) and 19 (Zoning)

The City reviewed its current practices concerning notices for public hearings on land use matters and desires to amend the Camarillo Municipal Code to add a new Chapter 19.84 that consolidates the City's procedures for such notices and expands both the scope and mediums utilized to notice the public of pending land use decisions. Existing noticing procedures for land use matters in Titles 18 (Subdivisions) and 19 (Zoning) were also proposed to be amended to incorporate the revised procedures in Chapter 19.84.

Senior Planner Michelle Glueckert D'Anna gave an overview of the project utilizing a PowerPoint presentation and made herself available for questions.

The Planning Commission asked questions regarding the procedures, which staff answered to their satisfaction.

Chairman Edsall declared the **PUBLIC HEARING OPEN.**

Hearing no requests to speak, either for or against the item, the Chairman declared the **PUBLIC HEARING CLOSED.**

Chairman Edsall called for Commission discussion. The Commissioners stated their support of the proposed Ordinance and conforming amendments to CMC Titles 18 and 19.

In response to a call for a resolution by Chairman Edsall, Director Vacca introduced Resolution No. PC 2018-12, recommending approval to the City Council of an Ordinance adding proposed Camarillo Municipal Code Chapter 19.84 and Conforming Amendments to Title 18 (Subdivisions) and Title 19 (Zoning).

Commissioner Valenzano MOVED, Commissioner Murphy SECONDED, to waive further reading and adopt. With a unanimous vote of 5 in favor, the **MOTION CARRIED.**

DIRECTOR'S REPORT – Mr. Vacca thanked the Commissioners for attending the 2018 Planning Commissioners Academy. He notified the Commission of the items anticipated at the May 1, 2018 Planning Commission meeting. He also asked the Commission to mark their calendars for the Planning Commission Tour to be held on May 15, 2018.

COMMISSION COMMENT – The Commissioners stated their appreciation to the City for sending them to the Planning Commissioners Academy. Commissioner Valenzano indicated that he met several other Planning Commissioners at the Conference.

ADJOURNMENT

There being no further business before the Commission, Chairman Edsall adjourned the meeting at 7:57 p.m.

Respectfully submitted,

Secretary of the Commission

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