



# CITY OF CAMARILLO PLANNING COMMISSION MINUTES

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**Special Meeting**  
**Tuesday, May 15, 2018 – 5:00 p.m.**  
**Regular Meeting**  
**Tuesday, May 15, 2018 – 7:30 p.m.**  
**City Council Chambers, 601 Carmen Drive**

The Special Meeting was called to order by Chairman Edsall at 5 p.m.

## **ROLL CALL**

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

**Absent:** None

**Staff Present:** Joe Vacca, Director of Community Development  
Kane Thuyen, Deputy City Attorney  
Tali Tucker, Public Works Assistant Director/City Engineer  
Ken Matsuoka, Principal Civil Engineer  
Michelle Glueckert D'Anna, Senior Planner  
Carlos Torres, Assistant Planner  
Jamie Avila, Recording Secretary

**Other Staff Present:** David Moe, Assistant Director of Community Development; Jackie Lee, Principal Planner; Oksana Buck, Associate Planner; Ben Cereceres, Planning Technician; Laura Fox, Administrative Assistant II; Janessa Gutierrez, Staff Assistant I; Dave Klotzle, Director of Public Works; Bill Golubics, Deputy Director of Public Works/Transportation; Eric Maple, Senior Civil Engineer; Jason Samonte, Traffic Engineer; DJ Sotelo, Code Compliance Officer; Albert Carnahan, Code Compliance Officer; Elena Pizano, Administrative Assistant II; Renee Meriaux, Building Official

There were 2 people in the audience.

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

**MINUTES** – Regular Meeting of May 1, 2018

It was **MOVED** by Commissioner Lusk to approve the minutes for the May 1, 2018 meeting. Vice-Chair Hemmens **SECONDED**. With a vote of 4 in favor, with Commissioner Valenzano abstaining, the **MOTION CARRIED**.

## **PUBLIC COMMENTS**

There were no public comments.

## **TOUR OF DEVELOPMENT PROJECTS THROUGHOUT THE CITY OF CAMARILLO**

The Planning Commission departed City Hall at 5:10 p.m. and took a city bus to tour a number of development projects around the City. There were 22 staff and 2 members of the public who joined the tour.

The Planning Commission reconvened in the Administrative Conference Room at 6:50 p.m.

### **The Regular Meeting was called to order by Chairman Edsall at 7:30 p.m.**

There were 2 people in the audience.

### **PUBLIC COMMENTS**

There were no public comments.

### **PUBLIC HEARING**

#### **LD-539**

The applicant requested approval of a tentative parcel map/land division (LD-539) to divide a 19.98-acre lot into four lots. The project site is located at 5151, 5151A, 5153, and 5155 Camino Ruiz, southeast of the corner of Verdugo Way and Camino Ruiz, in the Mission Oaks Business Park.

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

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

**Representative, Dennis Hardgrave:** Mr. Hardgrave made himself available for questions. The Planning Commission asked questions, which Mr. Hardgrave answered to their satisfaction.

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 2018-14, approving LD-539, Camino Ruiz, LLC, subject to all conditions of approval.

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

### **2018-2023 Capital Improvement Program (CIP) General Plan Conformity Review**

Staff reviewed the proposed capital improvement projects located within the City of Camarillo for consistency with the General Plan. Staff also reviewed other agencies' proposed capital improvement projects that are located within or near the City to determine whether a coordinated program of improvements is necessary to reduce inconvenience to the public and reduce the cost of improvements. After the review, staff determined that all projects are consistent with the General Plan and no coordinated programs are required.

Assistant Planner Carlos Torres gave an overview of the CIP General Plan Conformity Review process.

Principal Civil Engineer Ken Matsuoka gave an overview of the 2018-2023 City CIP utilizing a PowerPoint presentation and made himself available for questions.

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

Via **Minute Action**, with a vote of 5 in favor, the Commission recommended the City Council make a finding that the capital improvement plans are consistent with the General Plan of the City of Camarillo and that no further coordinated program is required.

**DIRECTOR'S REPORT** – Mr. Vacca thanked the Commissioners for attending the tour. He also reminded them of the next scheduled Planning Commission meeting, which is to be held on June 5, 2018.

**COMMISSION COMMENT** – The Commissioners expressed their appreciation toward staff for preparing the tour.

#### **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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