

# City of Santa Paula

## *Planning Commission Agenda*

CHAIRMAN GAIL "IKE" IKERD  
VICE CHAIRMAN FRED ROBINSON  
COMMISSIONER JOHN DEMERS  
COMMISSIONER MICHAEL SOMMER  
COMMISSIONER FRED WACKER



A MEETING  
OF THE  
SANTA PAULA PLANNING COMMISSION

**TUESDAY, FEBRUARY 23, 2016**  
**6:30 P.M.**

CITY COUNCIL CHAMBERS  
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 6:30 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 AGENDA

Tuesday, February 23, 2016  
6:30 P.M.

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**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **FINAL AGENDA**
5. **PUBLIC COMMENT**

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.

## 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.

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 Planning 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.

#### **A. Minutes of the Planning Commission Meeting on December 18, 2015**

**RECOMMENDED ACTION:** A motion for approval of the Minutes of the December 18, 2015 Planning Commission Meeting.

**ACTION:** \_\_\_\_\_

#### **B. Election of Planning Commission Officers for 2016**

**RECOMMENDED ACTION:** The Planning Commission has adopted procedural rules for the yearly election of Chairperson and Vice Chairperson, entitled "Rules of Procedure":

Under Rule 10.1, elections for the ensuing year are normally held at the first regular Planning Commission meeting of December. Because two Planning Commissioners were unable to attend the rescheduled Planning Commission Meeting in December 2015, and due to the cancellation of the January 2016 Planning Commission Meeting, the election of officers will take place during this first regular meeting in 2016.

Under Rule 10.2, the following is the process for election of the Chairperson:

1. The Secretary will state the procedures for electing the Chairperson and Vice Chairperson.
2. The election of the Chairperson will be conducted by the Secretary or an appointed Deputy Secretary (collectively "Secretary").
3. The Secretary will declare that the office of the Chairperson is vacant and that nominations are open.
4. Any member of the Planning Commission may nominate any member of the Planning Commission as Chairperson, including him or herself. A second to the motion is not required.
5. Any member of the Planning Commission may move to close the nominations at any time after all Commissioners have had the opportunity to make a nomination. The motion requires a second and must receive a vote of a majority of the Planning Commission to pass.
6. After nominations have been closed, the Secretary will call for the vote on the election of the Chairperson.
7. The nominees will be voted on in the order the nominations were made.
8. The first Commissioner receiving the vote of a majority of the Planning Commission is the Chairperson and the election will be closed.
9. If no member of the Planning Commission receives a majority vote, the Secretary will re-open the nominations and conduct a new election until a Chairperson is elected.

Under Rule 10.3, the following is process for election of the Vice Chairperson:

1. The election of the Vice Chairperson will be conducted in the same manner as the election of the Chairperson, except that the Chairperson, not the Secretary, will conduct the election.

**CHAIRPERSON:** \_\_\_\_\_ **VICE CHAIRPERSON:** \_\_\_\_\_

## 7. PUBLIC HEARING

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

A. **Project No. 2010-CI-03:** The Crosstown Water Pipeline Project (Project) involves construction of a new 8,065 linear feet, 20-inch diameter buried water pipeline composed of polyvinyl chloride (PVC) material which would connect the discharge pipeline from the Steckel Water Conditioning Facility at the Steckel Drive/Santa Barbara Street intersection to the Pleasant Street/Tenth Street intersection. The Project would be installed by open trench methods (trenching, pipe bedding, pipe installation, backfill, pavement repair) excluding the Fagan Barranca crossing which would be installed using trenchless methods. In addition, the Project would include three smaller new pipelines:

- A new 2,915 linear feet, 18-inch diameter storm drain. The new storm drain would connect the storm drain system at the Main Reservoir to an existing storm drain at the Mill Street/Railroad Avenue intersection; and
  - A new 600 linear feet, 12-inch diameter PVC water pipeline along Virginia Terrace between Park Street and Mill Street; and
  - A new 1,500 linear feet, 12-inch diameter PVC water pipeline connecting the Main Reservoir to the City's existing water distribution system at the Tenth Street/Virginia Terrace intersection.
- **Location:** The pipeline would start at Steckel Drive, extend east on Santa Barbara Street, across Fagan Barranca, then north on Seventh Street, then east on Pleasant Street, and finally to Tenth Street where it would connect to an existing 14-inch pipeline.
  - **Applicant:** City of Santa Paula
  - **Environmental:** An Initial Study was prepared in accordance with the California Environmental Quality Act (CEQA). On the basis of the Initial Study, City staff concluded that, with the incorporation of mitigation measures, the project will not have a significant effect on the environment; and therefore, prepared and circulated a Draft Mitigated Negative Declaration.
  - **Staff Presentation:** John L. Ilasin, P.E., Capital Projects Engineer

**RECOMMENDED ACTION:** Staff recommends that the Planning Commission Adopt Resolution No. 3742 recommending that the City Council certify the Mitigated Negative Declaration for the proposed Project.

- **Public Testimony**
- **Commissioner Discussion and Action**

**ACTION:** \_\_\_\_\_

- **Close Public Hearing**

8. **CONTINUED BUSINESS**

9. **NEW BUSINESS**

10. **CITY COMMUNICATIONS**

Items of interest that are not on the agenda, such as conference or meeting reports, may be discussed under this item. No action other than “receive or refer to staff” may be taken.

**A. Planning Department**

- Chris Williamson, AICP, is assisting the Planning Department as a part-time Contract Planner, and will be handling some of the projects previously assigned to the former Deputy Planning Director, including the Williams Homes/River Rock project on Ojai Rd. Mr. Williamson can be reached at cbwplans@gmail.com – please note, per City policy, as a contract employee, Mr. Williamson is not eligible for a City-issued email address.

**B. Planning Commission**

- Recirculated MND documents for the Williams Homes/River Rock project on Ojai Rd. are available for at-will review by Commissioners. The same documents are also available for public review on the City website. The project is not yet scheduled to appear before the Planning Commission; however, it will be publicly noticed in accordance with applicable legal requirements when a meeting date is set.

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.

## 12. ADJOURNMENT

**NOTICE:** Actions by the Planning Commission on the above items cannot be appealed to the City Council after 4:30 p.m. Friday, March 4, 2016. 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.