

MINUTES OF THE CITY OF SANTA PAULA
PLANNING COMMISSION

February 23, 2016

6:30 P.M.

- CALL TO ORDER:** Chairman Gail "Ike" Ikerd – 6:30 p.m.
- PLEDGE OF ALLEGIANCE:** Commissioner Fred Wacker
- ROLL CALL:** Planning Technician Tom Tarantino
- Commissioners present:** Chairman Gail "Ike" Ikerd, Vice Chairman Fred Robinson, Commissioners John Demers, Michael Sommer and Fred Wacker
- Absent:** None
- Staff Present:** Planning Director Janna Minsk, Assistant City Attorney Gregg Kettles, Capital Projects Engineer John L. Ilasin and Planning Technician Tom Tarantino
- FINAL AGENDA:** Agenda final as submitted
- PUBLIC COMMENT:** None
- CONSENT CALENDAR:**

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

ACTION: It was moved by Commissioner Sommer, seconded by Commissioner Demers to approve the minutes as submitted. Vice Chairman Robinson and Commissioner Wacker abstained, due to their absence at the December 18, 2015 meeting. All others were in favor and the motion carried.

- B. Election of Officers:** 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 took place during this first regular meeting in 2016.

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

1. The Secretary stated the procedures for electing the Chairperson and Vice Chairperson, declared the offices of Chairperson and Vice Chairperson vacant, and opened nominations.

2. Commissioner Robinson nominated Commissioner Ikerd for Chairperson, seconded by Commissioner Sommer. No other nominations were made, and Commissioner Wacker moved to close nominations for Chairperson, seconded by Commissioner Ikerd. All were in favor under roll call vote by the Secretary, and Commissioner Ikerd accepted the nomination and appointment as Chairperson for 2016.

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

1. Chairman Ikerd opened nominations for Vice Chairperson.
2. Commissioner Sommer nominated Commissioner Robinson for Vice Chairperson, seconded by Commissioner Wacker. No other nominations were made, and Chairman Ikerd moved to close nominations for Vice Chairperson, seconded by Commissioner Sommer. All were in favor under roll call vote by the Secretary, and Commissioner Robinson accepted the nomination and appointment as Vice Chairperson for 2016.

ACTION: • Chair (2016): Gail “Ike” Ikerd • Vice Chair (2016): Fred Robinson

PUBLIC HEARING:

Verification of Legal Notice Requirements for Public Hearing: Chairman Ikerd confirmed with the Secretary that the Notice of Public Hearing was properly advertised and posted for all applicable agenda items to be heard at this meeting.

Declaration of Conflicts: None, for all applicable agenda items to be heard at this meeting.

Declaration of Ex Parte Contacts: None, for all applicable agenda items to be heard at this meeting.

Open Public Hearing: Chairman Ikerd opened Public Hearing at 6:37 p.m. and called upon Staff to present the item.

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: None

Commissioner Discussion and Action:

John Ilasin, Capital Projects Engineer, made several clarifying statements to the Commissioners. Mr. Ilasin said that an initial hydrologic engineering analysis confirmed the need for the pipeline back in 2005, and the project was sized in a subsequent analysis in 2013. The project is now at the design stage, which precedes construction.

Commissioner Sommer inquired about the increased pipe size in the project, expanded from 16 inches to 20 inches.

Mr. Ilasin responded that the pipe size increased in the 2013 analysis to 20 or 24 inches from the original design of 16 inches. Mr. Ilasin also said that the difference between 20- and 24-inch piping was "hydrologically negligible".

Commissioner Wacker inquired as to what the City looks for in bidders.

Mr. Ilasin said the City will follow the "public contract code process", thereby ensuring the bids are responsive to the project. This involves a public bidding process for the construction, and that as a public entity the City is obliged to take the lowest bid. For the design portion of the project, however, there is more flexibility, which allows the City to take the full qualifications and history of the bidding firm into consideration.

Mr. Ilasin estimated the cost of construction at \$3,000,000, exclusive of design.

Commissioner Demers inquired about the overall timeline for the project. Mr. Ilasin said that the design and construction would take approximately nine months each, or possibly longer, because of the considerable amount of coordinating required with utility companies.

Janna Minsk, Planning Director, stated there is a Mitigation Management Schedule included for such things as cultural assets, should they be encountered during the project.

ACTION: Chairman Ikerd moved to adopt Resolution No. 3742 recommending that the City Council certify the Mitigated Negative Declaration for the proposed Project. Commissioner Sommer seconded the motion. All were in favor and the motion carried.

Close Public Hearing: Chairman Ikerd closed Public Hearing at 6:49 p.m.

CONTINUED BUSINESS: None

NEW BUSINESS: None

CITY COMMUNICATIONS:

A. Planning Department

- Planning Director Minsk informed the Commissioners that 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. Per City policy, as a contract employee, Mr. Williamson is not eligible for a City-issued email address.
- Planning Director Minsk commented on the increased industrial development on the west end of Santa Paula. The Planning Department is very busy – hopefully a sign of an improving economy.

B. Planning Commission

- Planning Director Minsk stated that the 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. Planning Director Minsk stated the Public Comment period for the recirculated MND closes on March 8th; however, the project is not yet scheduled to appear before the Planning Commission. When a hearing date is set, it will be publicly noticed in accordance with applicable legal requirements.

- Planning Director Minsk stated over 300 survey responses were received regarding the General Plan update, which are currently being reviewed by the update consultant. A date for the next General Plan update workshop is still pending.
- Planning Director Minsk reminded the Commissioners that their respective "700 Forms", sent to them by the Deputy City Clerk approximately six weeks ago, must be submitted by March 1st. Late submissions may be subject to a fine.

REQUEST FOR FUTURE AGENDA ITEMS: None

ADJOURNMENT: Chairman Ikerd adjourned the meeting at 6:55 p.m.

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.



Tom Tarantino, Planning Technician