

# MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION

## CITY OF THOUSAND OAKS

### MEETING OF JUNE 17, 2024

The regular meeting of the Planning Commission was called to order at 6:00 p.m. in the Andrew P. Fox City Council Chambers, 2100 East Thousand Oaks Boulevard, Thousand Oaks, California, with Commissioners Farris, Tyler Ketelhut, and McMahon, and Chair Lanson. Vice Chair Link was absent.

Also present were Staff Members: Chief Assistant City Attorney Hehir, Human Resources Director Giles, Deputy Community Development Director Zelaya Melicher, Planning Manager Kearns, Planning Manager Rice, Associate Planner Georgeff, and Associate Engineer Bueno. Also present were Senior Recording Secretary Goor, and Administrative Secretary Stein, and participating via Zoom were Assistant Analyst Sagar and Interim Community Development Office Supervisor Frattali.

#### **WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET / CONTINUANCES:**

Supplemental packet material – Deputy Community Development Director Zelaya Melicher noted one Supplemental Packet was distributed and posted today, June 17, 2024, related to: item 7.A. 880 South Westlake Boulevard, containing a memo from staff with several changes, and additional correspondence from the public. She also noted a change to the memo title from Item 6A to Item 7A.

**PUBLIC COMMENTS:** None

#### **CONSENT CALENDAR:**

A. Minutes of Planning Commission Regular Meeting of May 6, 2024.

Motion by Commissioner Farris to approve the Consent Calendar Minutes of May 6, 2024; carried 4-0 by the following vote: Ayes – Farris, Tyler Ketelhut, McMahon, and Chair Lanson; Noes – None; Absent – Link; Abstain – None.

## **PUBLIC HEARING:**

- A. Hearing, advertised as required by law, opened to consider Development Permit (DP) 2023-70021 Major Modification (MJ), Special Use Permit (SUP) 2023-70018 Minor Modification (MN), and Protected Tree Permit (PTP) 2024-70020, located at 880 South Westlake Boulevard; Applicant: Pavel Getov for Studio Antares Inc. Associate Planner Georgeff presented the report and responded to questions. Also available for questions were Chief Assistant City Attorney Hehir, Deputy Community Development Director Zelaya Melicher, Planning Manager Kearns, Planning Manager Rice, and Associate Engineer Bueno.

Staff referred to the following changes to the staff report and Resolution noted in the Supplemental Packet: waiver request setback distance is changed from 81' to 78' throughout; additional applicant, David Berlinger, Truck Stop Holdings, LLC is added; and in staff report: Vehicular Access and Parking, "office's park's" is changed to "office park's." Staff announced further changes to the Resolution shall include: removal of Condition 28 Noise as Condition 107 Noise and Music renders it redundant, and Condition 35 Preservation, resolution number reference is changed from 87-93 to 2010-14.

Speakers from the Applicant Team: David Berlinger, Truck Stop Holdings LLC Principal, Applicant, Thousand Oaks, pro and concurred with the changes to the conditions as stated by staff above; Derek Reynolds, Truck Stop Holdings LLC Principal, Applicant, Thousand Oaks, pro; and David McGovern, Hyatt Regency Westlake Sales & Marketing Director, Thousand Oaks, pro. The following were available for questions for the applicant team: Jason Shender, ACIP, Linscott, Law & Greenspan Engineers Transportation Planner II, city not noted, pro; John Oblinger, ISA Certified Arborist, Tree Care Consulting, Thousand Oaks, pro; and via Zoom: Pavel Getov, Architect, Studio Antares.

The Applicant Team responded to Commission questions regarding The Drop Yard fencing, gates, private vs. public events, capacity, and vendors.

Public Speakers: Danielle Borja, Thousand Oaks, President/CEO Greater Conejo Valley Chamber of Commerce, pro.

Written Statement: There were 4 written statement cards 4 pro 0 con, and 1 item of correspondence in the Packet or Supplemental Packet 1 pro and 0 con.

The Applicant declined to provide rebuttal.

Chair Lanson closed the Public Hearing.

Motion by Commissioner Farris to adopt a Resolution, based on the findings and subject to the conditions contained therein, to find that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Class 1 Section 15301 Existing Facilities, and Class 3 Section 15303 New Construction or Conversion of Small Structures; and to approve Development Permit (DP) 2023-70021 (Major Modification) to allow the elimination 86 parking spaces for the development of an outdoor venue; Special Use Permit (SUP) 2023-70018 (Minor Modification) to allow the sale and consumption of alcohol, and live entertainment within operational hours; and Protected Tree Permit (PTP) 2024-70020 to allow the pruning of two oak trees at the entrance of the project site, including the revised conditions in Supplemental Packet 1 and those provided to the Planning Commission at the end of the staff report this evening, carried 4-0 by the following vote: Ayes – Farris, Tyler Ketelhut, McMahon, and Chair Lanson; Noes – None; Absent – Link; Abstain – None.

**DEPARTMENT REPORTS:** None.

**COMMISSION COMMENTS AND AB 1234 REPORTS:** None

**STAFF UPDATE:**

- A. Follow-up items, announcements, and upcoming issues. Deputy Community Development Director Zelaya Melicher stated on June 18<sup>th</sup>, City Council will have three Consent Calendar items: the Los Angeles County Animal Care & Control Contract Services/Joint Exercise of Powers Agreement, Professional Services Agreement for Arborist and Landscape Architect Consultant, and Professional Services Agreements for On-Call Planning Services. On July 2<sup>nd</sup>, there will be a Consent Calendar item for the purchase and disposition of an open space parcel by the City and subsequent transfer to the Conejo Open Space Conservation Agency (COSCA) for property at Conejo Ridge Road north of Skyline Drive.
- B. Upcoming Planning Commission Meetings. Deputy Community Development Director Zelaya Melicher stated on July 1<sup>st</sup> there will be two Public Hearings: a single-family residence with a Mitigated Negative Declaration at 2948 Skelton Canyon Circle, and a wireless telecommunications facility within an existing church steeple with increased height at 1 West Avenida de los Arboles, and a Consent Calendar item for finding General Plan consistency for purchase and transfer of open space property in the Skyline Open Space area. This will be followed by the Summer break, and the next meeting will be August 26<sup>th</sup>.

**ADJOURNMENT**: The Planning Commission adjourned at 6:36 p.m. to the next meeting at 6:00 p.m. on Monday, July 1, 2024.

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Don Lanson, Chair  
Planning Commission

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Date Approved