

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION

CITY OF THOUSAND OAKS

MEETING OF OCTOBER 21, 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, Vice Chair Link, and Chair Lanson.

Also present were Staff Members: Chief Assistant City Attorney Hehir, Human Resources Director Giles, Community Development Director Parker, Planning Manager Rice, Senior Planner Holt, Senior Planner Kendall, and Associate Planner Georgeff. Also present were Senior Recording Secretary Goor and City Clerk Maguire, and participating via Zoom were Community Development Deputy Director Zelaya Melicher, Interim Community Development Office Supervisor Luxenberger and Administrative Specialist Mary Kate Stein.

WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET / CONTINUANCES:

Supplemental packet material – Community Development Director Parker noted one Supplemental Packet was distributed and posted today, October 21, 2024, related to: item 7.A. Housing Element Program 8 Implementation Zoning Code Amendments, (containing a memo from staff with changes to the draft ordinance).

PUBLIC COMMENTS: None.

CONSENT CALENDAR:

The Consent Calendar was bifurcated.

A. Minutes of Planning Commission Regular Meeting of September 23, 2024.

Motion by Commissioner Link to approve the Consent Calendar Minutes of September 23, 2024, as amended reflecting that Commissioners Link and Tyler Ketelhut were present in paragraph one; carried 5-0 by the following vote: Ayes – Farris, Tyler Ketelhut, Link, McMahon, and Chair Lanson; Noes – None; Absent – None; Abstain – None.

B. 2025 Planning Commission Meeting Schedule.

Motion by Commissioner Farris to approve the Consent Calendar 2025 Planning Commission Meeting Schedule; carried 5-0 by the following vote: Ayes – Farris, Tyler Ketelhut, Link, McMahon, and Chair Lanson; Noes – None; Absent – None; Abstain – None.

PUBLIC HEARING:

- A. Hearing, advertised as required by law, opened to consider Municipal Code Amendment (MCA) 2024-70003; located Citywide; Applicant: City of Thousand Oaks. Senior Planner Holt presented the report, primarily for implementation of the 2021-2029 Housing Element Program 8 for Zoning Code Amendments addressing State housing and land use mandates related to manufactured homes, density bonus, emergency shelters, residential care facilities, transitional and supportive housing, and farmworker and employee housing. He also noted Supplemental Packet spelling correction to Sections 9-4.2527, changes in column formatting of the Permitted Use Maxtrix, and changes to Section 9-10.503 replacing 'is able to make' with 'makes the requisite' findings for denial under the State density bonus law.

Senior Planner Holt responded to questions along with Chief Assistant City Attorney Hehir, Community Development Director Parker, Planning Manager Rice, Senior Planner Kendall, and Associate Planner Georgeff, notably with regard to definitions of different types of emergency shelter which can be found in the statute; farmworker dwelling and farmworker housing complex definitions.

Speakers: None.

Written Statements: None.

No rebuttal.

Chair Lanson closed the Public Hearing.

Motion by Commissioner Farris to adopt a Resolution, based on the findings contained therein, recommending that the City Council find that the proposed action requires no further environmental document pursuant to Sections 15183 and 15168(c)(2)(5) of the California Environmental Quality Act (CEQA) because the proposed actions are consistent with the City's goals, policies and programs contained in the adopted General Plan and Housing Element under a certified Program Environmental Impact Report (EIR); and adopt an Ordinance approving Municipal Code Amendment (MCA) 2024-70003 amendments to Title 9, Chapter 4, Articles 2, 21, and 25, Title 9, Chapter 10, Article 5, of the Thousand Oaks Municipal Code as presented in the Resolution and as amended in the (Supplemental) staff report; carried 5-0 by the following vote: Ayes – Farris, Tyler Ketelhut, Link, McMahon, and Chair Lanson; Noes – None; Absent – None; Abstain – None.

DEPARTMENT REPORTS: None.

COMMISSION COMMENTS AND AB 1234 REPORTS:

Commissioner Farris inquired whether his motion in item 7.A. should have stated a finding that the action is not a project as defined by CEQA. Chief Assistant City Attorney Hehir indicated the motion was adequate as stated.

Chair Lanson encouraged citizens to exercise their right, privilege, and power to vote.

STAFF UPDATE:

- A. Follow-up items, announcements, and upcoming issues. None noted.
- B. Upcoming Planning Commission Meetings. Community Development Director Parker stated on November 18th there will be a robust Agenda with three items.

ADJOURNMENT: The Planning Commission adjourned at 6:27 p.m. to the next meeting at 6:00 p.m. on Monday, November 18, 2024.

Don Lanson, Chair
Planning Commission

Date Approved