

**MINUTES OF THE
REGULAR MEETING OF THE
PLANNING COMMISSION**

CITY OF THOUSAND OAKS

MEETING OF MAY 6, 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: Assistant City Attorney Doran, Deputy Community Development Director Zelaya Melicher, Planning Manager Kearns, Senior Planner Kendall, and participating via Zoom was Senior Police Deputy Herber. Also present were Senior Recording Secretary Goor, and Administrative Secretary Stein, and participating via Zoom were Records Management Specialist Sagar and Senior Administrative Secretary Perez.

WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET / CONTINUANCES:

Supplemental packet material – None.

PUBLIC COMMENTS: None

CONSENT CALENDAR:

A. Minutes of Planning Commission Regular Meeting of April 22, 2024.

Motion by Commissioner Farris to approve the Consent Calendar Minutes of April 22, 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 Special Use Permit (SUP) 2023-70025, located at 3825 East Thousand Oaks Boulevard; Applicant: ROIC California, LLC. Senior Planner Kendall presented the report and responded to questions. Also available for questions were Assistant City Attorney Doran, Deputy Community Development Director Zelaya Melicher, Planning Manager Kearns, and Senior Police Deputy Herber.

Staff responded to questions regarding employee parking, exit doors, and cameras.

Speakers from the Applicant Team: Robert Doran, Applicant, Director of Development & Construction, ROIC, Encino, pro; Grace Turney, Applicant Team, Engineer, LLG Engineers, Parking Consultant, Pasadena, pro; the following were available for questions for the applicant team: Dave Koren, Planet Fitness Representative, Manhattan Beach, responded to questions, pro; Miguel Pulido, ROIC Consultant, city not noted, pro; and Greg James, Principal at MMA Architecture, city not noted, pro.

The Applicant Team responded to Commission questions regarding security, and AED/defibrillators.

Public Speakers: None.

Written Statement: There were no written statement cards, nor any written correspondence in the Packet.

The Applicant declined to provide rebuttal.

Chair Lanson closed the Public Hearing.

Motion by Commissioner Farris to adopt a Resolution finding that the project is Categorically Exempt from the CEQA Guidelines pursuant to Class 32 Section 15301(a) Existing Facilities, and approving Special Use Permit (SUP) 2023-70025 allowing an approximately 17,700 square-foot fitness club (Planet Fitness) to open and operate 24 hours daily within an existing retail space, and to authorize the shared and alternating use of 882 existing onsite parking spaces, based on the findings and subject to the recommended conditions of approval in the Resolution; carried 4-0 by the following vote: Ayes – Farris, Tyler Ketelhut, McMahon, and Chair Lanson; Noes – None; Absent – Link; Abstain – None.

Note for the record: Resolution Condition 11 in web Packet had an illegible font on word, '2013-70124-DPMN;' the printed packet and final, signed Resolution are correct.

DEPARTMENT REPORTS: None.

COMMISSION COMMENTS AND AB 1234 REPORTS:

Chair Lanson noted that Thousand Oaks was on the Forbes 2024 list as the Safest City in the Country.

STAFF UPDATE:

- A. Follow-up items, announcements, and upcoming issues. Deputy Community Development Director Zelaya Melicher stated on May 7th, City Council will have a Public Hearing on the Community Development Block Grant Action Plan as well as a Proclamation for Building and Safety Month and a Consent Calendar item for the Housing Element Finding. On May 21st, Council will have a Public Hearing on the 500 E. Thousand Oaks Boulevard mixed-use project that the Planning Commission heard at the last meeting, and an Environmental Consultant Contract Amendment for Dudeck on the Consent Calendar. On June 4th, there will be a second reading of the 500 E. Thousand Oaks Boulevard project Ordinance if it passes on May 21st.

- B. Upcoming Planning Commission Meetings. Deputy Community Development Director Zelaya Melicher stated there are no items scheduled for May 20th.

ADJOURNMENT: The Planning Commission adjourned at 6:23 p.m. to the next meeting at 6:00 p.m. on Monday, May 20, 2024.

Don Lanson, Chair
Planning Commission

Date Approved