

# THOUSAND OAKS PLANNING COMMISSION



## Supplemental Information Packet 1 June 17, 2024 Agenda Related Items Meeting of June 17, 2024

### **Supplemental Information:**

Any agenda-related public documents received and distributed to a majority of the Planning Commission after the Agenda Packet is printed are included in Supplemental Packets. Supplemental Packets are produced as needed, typically they are distributed on the Thursday or Friday preceding the Planning Commission meeting and/or on Monday before the meeting. Supplemental Packets on Thursday or Friday are available for public inspection in the Community Development Department, 2100 East Thousand Oaks Boulevard, during normal business hours (main location pursuant to the Brown Act, G.C. 54957.5(2)). All Supplemental Packets are available for public review at the Planning Commission on the City's website [www.toaks.org](http://www.toaks.org).

### **Americans with Disabilities Act (ADA)**

Americans with Disabilities Act (ADA): In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Planning Division, (805) 449-2500. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City in ensuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

**To:** Planning Commission

**From:** Kelvin Parker, Community Development Director

**Date:** June 17, 2024

**Subject:** **Regarding Item 06A – The Drop Yard - Development Permit DP-2023-70021 Major Modification, Special Use Permit SUP-2023-70018 Minor Modification, and Protected Tree Permit PTP-2024-70020**

The following contains proposed revisions to the Staff Report and Resolution (Attachment #4) as follows:

Staff Report – Proposed revisions:

- Applicants – Add in additional applicant David Berlinger, Truck Stop Holdings, LLC (p. 1)
- Project Description – Waiver request 81’ setback distance should be 78’ (p. 3)
- Vehicular Access and Parking – Last paragraph second sentence “office’s park’s” changed to “office park’s”.
- Consistency with the Zoning – Waiver request 81’ setback distance should be 78’ (p.7)
- Public Correspondence – Staff has received one letter of support from the Chamber of Commerce that arrived after the printing of the Agenda (attached).

Attachment 4 – Resolution: The following updates are proposed:

- Applicants – Add in additional applicant David Berlinger, Truck Stop Holdings, LLC (p. 1)
- Section 1 No. 1 – Waiver request 81’ setback distance should be 78’ (p. 1)
- Section 2 No. 2 – Waiver request 81’ setback distance should be 78’ (p. 4)
- Condition of Approval #12 – Waiver request 81’ setback distance should be 78’ (p. 11)

**From:** [City Clerk's Office](#)  
**To:** [Lori Goor](#); [Kelvin Parker](#); [Fabiola Zelaya Melicher](#)  
**Subject:** FW: 6.17.24 Planning Commission Public Comment Item 7A  
**Date:** Friday, June 14, 2024 1:54:30 PM  
**Attachments:** [image001.png](#)  
[Conejo Chamber Drop Yard Support Letter 6.17.24.pdf](#)

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Forwarding to you for PC.

See attached.

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**From:** Josh Gray <JGray@conejochamber.org>  
**Sent:** Friday, June 14, 2024 10:53 AM  
**To:** City Clerk's Office <cityclerk@toaks.org>  
**Subject:** 6.17.24 Planning Commission Public Comment Item 7A

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

I've attached the Greater Conejo Valley Chamber of Commerce's written comment on item 7A for Monday's Planning Commission meeting.

Please let me know if you have any questions.

Thank you!

**Josh Gray | Director of Government Affairs & Tourism**

Greater Conejo Valley Chamber of Commerce  
600 Hampshire Road #200 | Westlake Village, CA 91361  
D: 805.267.7506



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June 17, 2024

Thousand Oaks Planning Commission  
2100 Thousand Oaks Blvd  
Thousand Oaks, CA 91362

**Re: Drop Yard Project at the Hyatt Regency Westlake - Support**

Dear Chair Lanson and Commissioners,

On behalf of the 700+ members of the Greater Conejo Valley Chamber of Commerce representing over 40,000 local jobs, I am writing to support the Drop Yard Project.

The Drop Yard presents a unique opportunity to convert overflow parking into an exciting community amenity that can highlight local businesses and entertainment while providing a family-friendly space for the community. The flexibility of the space to highlight multiple food vendors, a diversity of entertainment from local musical acts to yard games, and hosting events is a substantial contribution to the area that distinguishes The Drop Yard from nearby businesses by its family-friendly, casual atmosphere.

Additionally, the Hyatt and other neighbors will benefit from another option to host events, benefit employees during off hours, and the potential for partnerships without encroaching into residential areas.

We thank you for your thoughtful consideration and believe The Drop Yard proposal merits the Planning Commission's approval.

Sincerely,



**Danielle Borja, MBA**  
**President/CEO**  
**Greater Conejo Valley Chamber of Commerce**