

5/14/2024

Honorable Planning Commissioners  
City of Thousand Oaks  
c/o Kelvin Parker, Community Development Director  
2100 Thousand Oaks Blvd.  
Thousand Oaks, CA 91362

Subject: Letter of support for the ADAMS LYNN ROAD project-  
1651 Lynn Road, Newbury Park, CA 91320

REF: (TTM 6081)

Dear Honorable Commissioners,

The California Oakbrook Management Association (HOA) Board of Directors has met to review the pending ADAMS LYNN ROAD development request for 18 homes at 1651 Lynn Road. Our community comprises 112 homes, immediately to the north of the planned development. Mr. Jeb Adams, owner and developer, was kind enough to reach out to us last year to share his plans for the project and seek input from our Board members. In addition, Mr. Adams has attended an open board meeting, taking and answering questions, and assuring the Board and community he is available, at any time, to answer any additional questions anyone might have.

Our Board's interests include maintaining our private streets and traffic flow, as well as the visual surroundings and quiet livability for our gated community that we have enjoyed for almost 30 years. Mr. Adams has addressed our traffic concerns by proposing exclusive access to this new project from Lynn Road. Mr. Adam's current plan does not impact residents of California Oakbrook, and in fact, elevates the development in the area. Considering this and the merits of the project, our Board has voted to formally enter this letter of support into the record for the project.

The community that Mr. Adams has designed is consistent with adjacent development and balances the need for additional housing opportunities with sensitivity for our neighborhood and the adjacent built environment. The proposed homes provide a modern style with the essential amenities and sense of community that residents of Thousand Oaks and Newbury Park have come to expect. We commend the thoughtful design of Mr. Adams and his team in realizing this vision and would be happy to have it as a neighbor to California Oakbrook. For this reason, we urge you to approve this project.

Please feel free to contact me, Bruce Fine, Board President, (312) 342-1622, should you have any questions regarding this endorsement. We appreciate your thoughtful consideration.

Sincerely,

Bruce Fine, Board President  
The California Oakbrook Management Association

cc: Mr. Jeb Adams  
6481 Winona Ct.  
Oak Park, CA 91377

## Carlos Contreras

---

**From:** Jeff Bass <jeffbass@me.com>  
**Sent:** Wednesday, October 2, 2024 2:45 PM  
**To:** Carlos Contreras  
**Cc:** Jeff Bass  
**Subject:** Comments RE 1651 Lynn Road Project MND

**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.

Attachment available until Nov 1, 2024

TO: Carlos Contreras, Senior Planner  
City of Thousand Oaks Community Development Department, Planning Division  
E-mail: ccontreras@toaks.org

FROM: Jeff Bass, property owner / resident 1511 Susan Drive  
1511 Susan Drive is adjacent to 1651 Lynn Road on the East Side

COMMENTS Regarding 1651 Lynn Road Proposed Development MND  
DATE of COMMENTS: October 2, 2024

My property will have substantial impact from the proposed development. I am the immediate neighbor to the planned development on the East Side. I own and reside at one of two properties that currently share a common ingress road (Susan Drive) with 1651 Lynn Road. The MND plan shows that my property will continue to share an ingress road with the proposed development. My property shares a 240 foot property line with the proposed development. I have owned and resided at 1511 Susan Drive for 27 years. I have 3 comments and recommendations.

### COMMENT 1:

I believe the development in the MND should be approved. I think the plan is careful and complete. I think the development layout and housing plan are a good fit for the neighborhood. I am recommending 2 relatively minor changes to the plan to improve it. See below. RECOMMENDATION: Approve the proposed development plan with 2 relatively minor adjustments below.

### COMMENT 2:

The ingress road from Lynn Road is named Susan Drive. I strongly recommend it continue to be named Susan Drive, or alternatively, West Susan Drive. It is INCORRECTLY named in the plan as Blair Court. This ingress road has been known as Susan Drive since the 1950's. My address appears as 1511 Susan Drive on my Property Tax Assessment, Annual Property Tax bill, The City of Thousand Oaks online property line map and the Ventura County Property Maps. I encourage you to look at the online City of Thousand Oaks property map. Look at Google Maps satellite view. There are 5 addresses that use Susan Drive and all are contiguously arranged and referred to as Susan Drive. The construction of 2 homes at 1525 & 1529 Susan Drive in 2001 broke the original Susan Drive into 2 parts. Some online maps show my 1511 Susan Drive portion as Blair Court because it "lines up" with Blair Court. My Susan Drive (West Susan Drive) is separated from Blair Court by a 6 foot high landscape wall and a large permanently locked emergency

gate. There is no usable connection between Susan Drive and Blair Court. The ingress road from Lynn Road should continue to be named Susan Drive, or, if recommended by City Engineering, West Susan Drive to account for the fact that Susan Drive has been cut into 2 parts by 2001 residence construction. The Susan Drive name dates to the 1950's before the incorporation of Thousand Oaks. It was named Susan Drive for the original property owner, Susan Jeffries. RECOMMENDATION: Change the plan to use the existing name Susan Drive (or, if recommended by City Engineering, West Susan Drive).

**COMMENT 3:**

The ingress road for the proposed project is not currently safe or suitable for the increased traffic of an 18 home development. On the East Side of the Ingress road, the embankment to the lower property 1511 Susan Drive (my property) is too steep to support the amount of traffic estimated in the plan and MND. I believe the City Engineering Department should do an on-site inspection of Susan Drive to determine its safety under the proposed plan. My recommendation is to add a sidewalk on the East Side of the proposed ingress road from Lynn Road. The width of the sidewalk should move the load of the road and traffic far enough away from the steep embankment to mitigate the risk of road cracking or collapse. There are currently only 3 properties that use the existing road so the road has been historically adequate. But it would not be safe with the additional traffic proposed in the plan. RECOMMENDATION: City Engineering should do an onsite inspection of the existing ingress road and make recommendations for mitigating risk of collapse of the very steep incline on the East Side of the planned ingress road. Moving the road further West by the width of a sidewalk should mitigate this risk.

I am attaching these comments and recommendations as a PDF file in my Comments Email Dated October 2, 2024. This PDF file includes 4 photos of the ingress road and embankment that is noted in COMMENT 3 above. The City Elevation Contour map also shows how steep the embankment is and why an onsite inspection should be done prior to final approval of the plan.

I am available by phone and email below.

Thanks for your help in addressing my comments prior to final plan approval. I request that I be included in any administrative hearings or planning commission hearings regarding this proposed development.

Jeff Bass, property owner / resident of adjacent property to planned development  
1511 Susan Drive, Newbury Park, CA 91320  
805 469-7213  
E-mail: jeffbass@me.com

[Click to Download](#)

MND-Comment-1651-Lynn-Rd-Jeff-Bass-2024-10-02.pdf  
217.4 MB

## Carlos Contreras

---

**From:** Jeff Bass <jeffbass@me.com>  
**Sent:** Wednesday, November 6, 2024 2:53 PM  
**To:** Carlos Contreras  
**Cc:** Fabiola Zelaya Melicher; Stephen Kearns; Lori Goor  
**Subject:** Re: Comments RE 1651 Lynn Road Project

You don't often get email from jeffbass@me.com. [Learn why this is important](#)

**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.

Hello Carlos,

Thank you for your reply. You have addressed all my concerns. I appreciate the time you took to write this detailed reply.

Also, I appreciate your enclosure of the Notice of Hearing. I plan on being present at the public hearing to provide comments to the Planning Commission in support of the approval of this project.

Jeff Bass  
1511 Susan Drive, Newbury Park, CA 91320  
805 469-7213  
E-mail: jeffbass@me.com

On Nov 6, 2024, at 2:26 PM, Carlos Contreras <CContreras@toaks.gov> wrote:

**PLEASE NOTE:** Our domain has changed to [TOAKS.GOV](https://toaks.gov). Please update your records as needed.

Hello,  
Thank you for your comments. Your general comment supporting the project has been noted.

With regard to the Comment that Susan Drive is incorrectly named Blair Court on the Project Plans and that it should remain Susan Drive or be renamed to West Susan Drive, the Ventura County Fire Department (VCFD) advised the City Public Works Department that the Vesting Tentative Tract Map #6081 (i.e., the Project tract) access along Blair Court/Susan Drive will be required to receive a unique new name, and that the two homes on east of the site which are provided access from Blair Court/Susan Drive will also be required to be assigned new addresses, appropriate to their location and the new street name. The new street name is required to best serve the VCFD from a first responder perspective. Should the project be approved, the project will be required to comply with the City's standard street naming policies and requirements at post approval.

You also cited concerns regarding the existing access along Blair Court/Susan Drive, in that the access is not adequate to support the Project's traffic due to a steep embankment on the east side of the access road. Please note that the City of Thousand Oaks Community Development Department, Planning

Division, and Public Works Department and the Applicant's civil engineer (Pacific Coast Civil, Inc.) have reviewed the Project plans for compliance with the City's development standards. The existing driveway/ingress road from Lynn Road and the entire embankment are located within the Project site boundaries and the proposed road improvements would be set back from the east side of the existing access road by at least two feet and widened to 36 feet, which has been determined to be feasible by the Public Works Department and Applicant engineers. At this time, a retaining wall is not anticipated to be necessary based on the proposed scope of work and proposed improvements.

Staff will ensure that you are included in any planning commission and/or administrative hearings for the proposed project. City staff has noted this request and although the hearing notice has been mailed out to surrounding property owners on November 4, 2024, I have attached the Notice of hearing for you.

Hope this addresses your concerns. Please feel free to contact me should you have any questions or concerns.

Kind regards,

**Carlos Contreras** | | **Senior Planner**

Community Development Department

Planning Division

2100 Thousand Oaks Boulevard

Thousand Oaks, CA 91362

Email: [CContreras@toaks.gov](mailto:CContreras@toaks.gov)

Office: (805) 449-2317

[City of Thousand Oaks](http://www.toaks.gov)

<image001.png>

For information on services available at City Hall, visit [www.toaks.org/cdd](http://www.toaks.org/cdd).

---

**From:** Jeff Bass <[jeffbass@me.com](mailto:jeffbass@me.com)>

**Sent:** Wednesday, October 2, 2024 2:45 PM

**To:** Carlos Contreras <[CContreras@toaks.gov](mailto:CContreras@toaks.gov)>

**Cc:** Jeff Bass <[jeffbass@me.com](mailto:jeffbass@me.com)>

**Subject:** Comments RE 1651 Lynn Road Project MND

**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.

Attachment available until Nov 1, 2024

TO: Carlos Contreras, Senior Planner

City of Thousand Oaks Community Development Department, Planning Division

E-mail: [ccontreras@toaks.org](mailto:ccontreras@toaks.org)

FROM: Jeff Bass, property owner / resident 1511 Susan Drive

1511 Susan Drive is adjacent to 1651 Lynn Road on the East Side

COMMENTS Regarding 1651 Lynn Road Proposed Development MND

DATE of COMMENTS: October 2, 2024

My property will have substantial impact from the proposed development. I am the immediate neighbor to the planned development on the East Side. I own and reside at one of two properties that currently share a common ingress road

(Susan Drive) with 1651 Lynn Road. The MND plan shows that my property will continue to share an ingress road with the proposed development. My property shares a 240 foot property line with the proposed development. I have owned and resided at 1511 Susan Drive for 27 years. I have 3 comments and recommendations.

**COMMENT 1:**

I believe the development in the MND should be approved. I think the plan is careful and complete. I think the development layout and housing plan are a good fit for the neighborhood. I am recommending 2 relatively minor changes to the plan to improve it. See below. **RECOMMENDATION:** Approve the proposed development plan with 2 relatively minor adjustments below.

**COMMENT 2:**

The ingress road from Lynn Road is named Susan Drive. I strongly recommend it continue to be named Susan Drive, or alternatively, West Susan Drive. It is INCORRECTLY named in the plan as Blair Court. This ingress road has been known as Susan Drive since the 1950's. My address appears as 1511 Susan Drive on my Property Tax Assessment, Annual Property Tax bill, The City of Thousand Oaks online property line map and the Ventura County Property Maps. I encourage you to look at the online City of Thousand Oaks property map. Look at Google Maps satellite view. There are 5 addresses that use Susan Drive and all are contiguously arranged and referred to as Susan Drive. The construction of 2 homes at 1525 & 1529 Susan Drive in 2001 broke the original Susan Drive into 2 parts. Some online maps show my 1511 Susan Drive portion as Blair Court because it "lines up" with Blair Court. My Susan Drive (West Susan Drive) is separated from Blair Court by a 6 foot high landscape wall and a large permanently locked emergency gate. There is no usable connection between Susan Drive and Blair Court. The ingress road from Lynn Road should continue to be named Susan Drive, or, if recommended by City Engineering, West Susan Drive to account for the fact that Susan Drive has been cut into 2 parts by 2001 residence construction. The Susan Drive name dates to the 1950's before the incorporation of Thousand Oaks. It was named Susan Drive for the original property owner, Susan Jeffries. **RECOMMENDATION:** Change the plan to use the existing name Susan Drive (or, if recommended by City Engineering, West Susan Drive).

**COMMENT 3:**

The ingress road for the proposed project is not currently safe or suitable for the increased traffic of an 18 home development. On the East Side of the Ingress road, the embankment to the lower property 1511 Susan Drive (my property) is too steep to support the amount of traffic estimated in the plan and MND. I believe the City Engineering Department should do an on-site inspection of Susan Drive to determine its safety under the proposed plan. My recommendation is to add a sidewalk on the East Side of the proposed ingress road from Lynn Road. The width of the sidewalk should move the load of the road and traffic far enough away from the steep embankment to mitigate the risk of road cracking or collapse. There are currently only 3 properties that use the existing road so the road has been historically adequate. But it would not be safe with the additional traffic proposed in the plan. **RECOMMENDATION:** City Engineering should do an onsite inspection of the existing ingress road and make recommendations for mitigating risk of collapse of the very steep incline on the East Side of the planned ingress road. Moving the road further West by the width of a sidewalk should mitigate this risk.

I am attaching these comments and recommendations as a PDF file in my Comments Email Dated October 2, 2024. This PDF file includes 4 photos of the ingress road and embankment that is noted in COMMENT 3 above. The City Elevation Contour map also shows how steep the embankment is and why an onsite inspection should be done prior to final approval of the plan.

I am available by phone and email below.

Thanks for your help in addressing my comments prior to final plan approval. I request that I be included in any administrative hearings or planning commission hearings regarding this proposed development.

Jeff Bass, property owner / resident of adjacent property to planned development  
1511 Susan Drive, Newbury Park, CA 91320  
805 469-7213  
E-mail: [jeffbass@me.com](mailto:jeffbass@me.com)

[Click to Download](#)

MND-Comment-1651-Lynn-Rd-Jeff-Bass-2024-10-02.pdf  
217.4 MB

<Final NOH\_2022-70851-RPD 1651 Lynn Rd\_M11042024 Notice Only.pdf>

## Carlos Contreras

---

**From:** Carlos Contreras  
**Sent:** Thursday, November 7, 2024 1:37 PM  
**To:** K. Marshall Monley  
**Cc:** Fabiola Zelaya Melicher; Stephen Kearns; Lori Goor; Jeff Bass  
**Subject:** RE: Comments RE 1651 Lynn Road Project

Hello,

Thank you for your suggestion and will take into consideration. As I mentioned in my prior response, should the project be approved, staff will review and evaluate proposed street naming for compliance with the City's standard street naming policies and requirements at post approval. You are welcome to contact me at post approval to discuss the proposed street naming request.

Kind regards,

Carlos Contreras || Senior Planner  
Community Development Department  
Planning Division  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
Email: CContreras@toaks.gov  
Office: (805) 449-2317  
City of Thousand Oaks

For information on services available at City Hall, visit [www.toaks.org/cdd](http://www.toaks.org/cdd).

-----Original Message-----

From: K. Marshall Monley <kmmonley@aol.com>  
Sent: Wednesday, November 6, 2024 4:17 PM  
To: Carlos Contreras <CContreras@toaks.gov>  
Cc: Fabiola Zelaya Melicher <FZelaya@toaks.gov>; Stephen Kearns <SKearns@toaks.gov>; Lori Goor <LGoor@toaks.gov>; Jeff Bass <jeffbass@me.com>  
Subject: Re: Comments RE 1651 Lynn Road Project

[You don't often get email from kmmonley@aol.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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.

Thank you for detailed response to my comments. Could I suggest the name Jeffries or Reba or Reba Jeffries be considered to name our access road to honor the original source of the land that was donated by that family for the Stage Coach Inn park? Susan Jeffries' (for whom our road was named) mother Reba was a pillar of and very active in the Newbury Park commercial scene serving as first female president of the NP chamber of commerce before the annexation by Thousand Oaks.

Thanks again...K. Marshall Monley

> On Nov 6, 2024, at 3:19 PM, Carlos Contreras <CContreras@toaks.gov> wrote:

>

> PLEASE NOTE: Our domain has changed to TOAKS.GOV. Please update your records as needed.

>

>

> Hello,

> Thank you for your comments. Your general comment supporting the project has been noted.

>

> With regard to the Comment that Susan Drive is incorrectly named Blair Court on the Project Plans and that it should remain Susan Drive or be renamed to West Susan Drive, the Ventura County Fire Department (VCFD) advised the City Public Works Department that the Vesting Tentative Tract Map #6081 (i.e., the Project tract) access along Blair Court/Susan Drive will be required to receive a unique new name, and that the two homes on east of the site which are provided access from Blair Court/Susan Drive will also be required to be assigned new addresses, appropriate to their location and the new street name. The new street name is required to best serve the VCFD from a first responder perspective. Should the project be approved, the project will be required to comply with the City's standard street naming policies and requirements at post approval.

>

> With regards to the proposed gate keypad on Blair Court/Susan Drive Susan Drive potentially obstructing truck access to 1521 and 1511 Susan Drive, the City of Thousand Oaks Community Development Department, Planning Division, and Public Works Department have reviewed the Project plans for compliance with the City's development standards. The existing access road from West Lynn Road would generally be 36-feet-wide, which is an increase in road width from the existing condition. At the gate keypad location specifically, the ingress (northbound) lane from West Lynn Road would be 20-feet-wide, and the egress (southbound) lane to West Lynn Road would be 15-feet-wide. The Public Works Department, Traffic section, has reviewed the gate's design and configuration, using truck templates, and determined that it is sufficient for the ingress and egress of delivery trucks and other such vehicles. Additionally, the VCFD reviewed the Project plans and confirmed the access road width adequacy for their trucks and as designed complies with VCFD requirements. Therefore, the City has determined that the proposed access road width meets applicable City codes, standards, and policies, including safety and access requirements.

>

> Hope this addresses your concerns. Please feel free to contact me should you have any further questions or concerns.

>

>

> Carlos Contreras || Senior Planner

> Community Development Department

> Planning Division

> 2100 Thousand Oaks Boulevard

> Thousand Oaks, CA 91362

> Email: CContreras@toaks.gov

> Office: (805) 449-2317

> City of Thousand Oaks

>

> For information on services available at City Hall, visit [www.toaks.org/cdd](http://www.toaks.org/cdd).

>

> -----Original Message-----

> From: K. Marshall Monley <kmmonley@aol.com>

> Sent: Wednesday, October 2, 2024 3:38 PM

> To: Carlos Contreras <CContreras@toaks.gov>

> Cc: Jeff Bass <jeffbass@me.com>

> Subject: Comments RE 1651 Lynn Road Project MND

>



> 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.

>

>

> To: Carlos Contreras, Senior Planner

> City of Thousand Oaks Community Development Department, Planning Division

>

> From: K. Marshall Monley, owner of 1521 Susan Drive, just north of Jeff Bass's property (1511 Susan Drive) and across Susan Drive from the subject project.

>

> Preface: I want to state that the owner of the subject project, Jeb Adams, has been in frequent communication with Jeff and me throughout the development of this proposal, and I am supportive of the project. Comments/concerns are as follow:

>

> Comment 1: I concur with the concerns and suggestions outlined in Jeff Bass's comments regarding the road accessing the project from Lynn. I support the concept of retaining the name of Susan Drive with or without the addition of "West" to the name. I also agree that special attention will need to be paid to the placement and construction of a redone Susan Drive (or "B Lane" as on the plan). If you look at the image Jeff included you can see that there is already a significant crack in the surface indicating a subsidence toward Jeff's property. This will need to be remediated.

>

> Comment 2: I am concerned with the proposed placement of the project's gate key pad in the middle of Susan Drive. I would recommend that it be placed at the mouth of "A Lane" so as not to impede the access to 1521 and 1511 Susan Drive. This year I've had a moving truck and a flat bed truck have to back into my driveway from Lynn. That would be much more difficult with a keypad in the middle of the road. Also the Athens trucks have to access the area north of that keypad for pickup at 1521 and 1511 Susan Drive.

>

> Thank you for considering these comments, and I look forward to following the project as it is reviewed and progresses.

>

> K. Marshall Monley

> 201-874-3902

>

## Carlos Contreras

---

**From:** Carlos Contreras  
**Sent:** Monday, November 4, 2024 2:08 PM  
**To:** Dave Kinney  
**Subject:** RE: 1651 Lynn Road, Thousand Oaks

Hello,

I haven't been able to reach you via the phone and left you a voicemail today with responses to your inquiry. I will respond here to ensure that you have the information requested. Please feel free to contact me should you have any further questions or concerns.

I have a few questions, which are:

-Is there any chance senior care could be built on this site?

**Staff Response: no senior care is proposed for the project.**

-Regarding residential, what density can be built and what is the height limit? is there a density bonus?

**Staff Response: the project density is 3.9 du/ac which is within the allowable range of 2 to 4.5 du/ac. The height limit is 25 feet. No density bonus is proposed.**

Also, the other planner noted that there is an application that was submitted. This property was just listed on CoStar on Saturday so it is weird that something is down the road. I have not spoken with the broker yet as I

want to determine what can be built first.

**Staff Response: there was a project to the north at 1617 Susan Drive, however the application has been withdrawn. You may contact Senior Planner Scott Kolwitz at [skolwitz@toaks.gov](mailto:skolwitz@toaks.gov) for further detail and project information.**

Kind regards,

**Carlos Contreras** | | **Senior Planner**  
Community Development Department  
Planning Division  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
Email: [CContreras@toaks.gov](mailto:CContreras@toaks.gov)  
Office: (805) 449-2317  
[City of Thousand Oaks](http://www.toaks.gov)



For information on services available at City Hall, visit [www.toaks.org/cdd](http://www.toaks.org/cdd).

**From:** Dave Kinney <dave@kinneygroupoc.com>  
**Sent:** Monday, September 9, 2024 10:07 AM  
**To:** Carlos Contreras <CContreras@toaks.org>  
**Subject:** 1651 Lynn Road, Thousand Oaks

You don't often get email from [dave@kinneygroupoc.com](mailto:dave@kinneygroupoc.com). [Learn why this is important](#)

**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.

Carl,

Regarding 1651 Lynn Road in Thousand Oaks, I was referred to you by another planner who said they you have been working on this property and know a lot about it.

I have a few questions, which are:

-Is there any chance senior care could be built on this site?

-Regarding residential, what density can be built and what is the height limit? is there a density bonus?

Also, the other planner noted that there is an application that was submitted. This property was just listed on CoStar on Saturday so it is weird that something is down the road. I have not spoken with the broker yet as I want to determine what can be built first.

Thanks

Dave

Dave Kinney  
Founder  
The Kinney Group  
949.274.0875  
5151 California Ave. Suite 100, Irvine, CA 92617  
[dave@kinneygroupoc.com](mailto:dave@kinneygroupoc.com)  
[www.kinneygroupoc.com](http://www.kinneygroupoc.com)  
Lic. 01081033

