

Planning Commission

REGULAR MEETING

Monday, March 15, 2021 6:00 P.M.

Andrew P. Fox City Council Chambers

Public advisory: The City of Thousand Oaks facilities are closed to the public.



Pursuant to the Governor's Executive Order N-29-20, the March 15, 2021 meeting of the Planning Commission will be conducted via videoconference and/or teleconference and broadcast live on TV (Frontier Channel 3, Spectrum Channel 10), the City's website (www.toaks.org/TOTV), and YouTube at (CTO Meetings). Most Commissioners will be participating via videoconference and will not be physically present in Chambers.

You may participate in the meeting by submitting your **written comments** by email to communitydevelopment@toaks.org (please indicate the agenda item number in the subject line). To give the Recording Secretary adequate time to provide your comments to the Commission, please submit your comments prior to 10:00 a.m. on the day of the meeting.

If you would like to **speak** on an agenda item, please follow the link: [Click to Request to Speak](#) or advise communitydevelopment@toaks.org or call (805) 449-2500 no later than 10:00 a.m. on the day of the meeting. Please see page two for more information.

Don Lanson, Chair
Nelson Buss, Vice Chair
Justin Link, Commissioner
Sharon McMahon, Commissioner
David Newman, Commissioner

Staff

Kelvin Parker, Community Development Director
Patrick Hehir, Assistant City Attorney

Americans with Disabilities Act (ADA): Pursuant to the Executive Order, and 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 within 48 hours of the meeting.

PLANNING COMMISSION AGENDA

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The following is provided to assist with public participation:

Agenda Availability: The Planning Commission Agenda is posted at the entrance to the Civic Arts Plaza/City Hall, 2100 E. Thousand Oaks Boulevard, Thousand Oaks [main posting location pursuant to the Brown Act, G.C. 54954.2(a)]. City Hall is currently closed. The Agenda packet and “Live and Archived” meetings and minutes are available on the City’s website at www.toaks.org. Televised Planning Commission Meetings are re-broadcast Thursday and Saturday (following meeting) at 10:00 a.m. and 6:00 p.m. on TOTV, Channel 10.

Supplemental Information: Any agenda related information received and distributed to the Planning Commission after the Agenda Packet is printed is included in Supplemental Packets. Supplemental Packets are produced as needed: one available on the Thursday preceding the Planning Commission meeting and/or the second one on Monday at the meeting. The Thursday Supplemental Packets, if any, are available for public review on the City’s website.

Please be advised that communications directed to the Planning Commission are public records, and are subject to disclosure pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law. Communications will NOT be edited and will be printed/posted as submitted.

Public Input: Any person who wishes to speak regarding an item on the regular agenda or on a subject within the City’s jurisdiction during “Public Comments” is requested to follow this link: [Click to Request to Speak](#) or advise the Community Development Department at communitydevelopment@toaks.org or call (805) 449-2500 no later than 10:00 a.m. on the day of the meeting. If you wish to speak via telephone you will be asked to provide a phone number where you can be reached when your item is being discussed. If you wish to speak via videoconference you will be provided meeting information. Persons addressing the Planning Commission are requested to state their name and community of residence for the record. Any supporting materials or written comments should be emailed to the Recording Secretary no later than 10:00 a.m. on the day of the meeting. These materials are also considered a public record pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law.

Consent Calendar: Matters listed on the Consent Calendar do not require significant reporting and/or discussion for decision, or are considered to be routine, and will be approved by one motion as recommended. There will be no separate discussion unless a Commissioner or staff member requests separate discussion prior to approval.



1. **CALL TO ORDER:** 6:00 P.M.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL: Commissioners** Buss, Link, McMahon, Newman, and Chair
Lanson
4. **WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET /
CONTINUANCES**
5. **PUBLIC COMMENTS**
6. **NEW BUSINESS: Planning Commission Reorganization**
 - A. Certificate of Recognition for outgoing Commissioner Kevin Kohan and
Commissioner Comments
 - B. Public Comments to Outgoing Commissioner
 - C. Welcome New Commissioner Justin Link
 - D. Public Comments to New Commissioner
 - E. Nominations for Chair opened by Interim Deputy Director Finley
 - F. Nomination and election of Vice-Chair opened, with new Chair presiding
7. **CONSENT CALENDAR:**
 - A. [Minutes of Planning Commission Meeting of January 11, 2021](#)
8. **PUBLIC HEARINGS:**
 - A. **Subject:** [Special Use Permit \(SUP\) 2020-70685](#)
Applicant: GP Motorsports LLC
Location: 2649 Townsgate Road #100
Request: To allow storage and wholesaling of private vehicles with
incidental web-based retail sales in an existing industrial
building.



Recommendation: Adopt the resolution approving SUP 2020-70685, based on the findings and subject to the conditions contained in the resolution.

Planner: Senior Planner Nizar Slim

- B. **Subject:** [Special Use Permit \(SUP\) 2020-70377, Land Division \(LD\) 2020-70378, Oak Tree Permit \(OTP\) 2020-70379](#)

Applicant: Hanes 4500 Thousand Oaks LP

Location: 4500 East Thousand Oaks Boulevard
(APN 687-0-012-085)

Request: To allow encroachment into natural terrain greater than 25% gradient to accommodate the construction of a new two-story, 10,000 square foot office building with new walls, associated grading, hardscape, and landscape, including a Land Division to create two lots out of one, encroachment within the protected zones and pruning of nine (9) oak trees, removal of one (1) protected oak tree, and relocation of one (1) protected oak tree.

Recommendation: Adopt the resolution approving SUP 2020-70377, LD 2020-70378, and OTP 2020-70379, based on the findings and subject to the conditions contained in the resolution.

Planner: Associate Planner Don Nielsen

9. DEPARTMENT REPORTS:

- A. None

10. COMMISSION COMMENTS AND AB 1234 REPORTS

11. STAFF UPDATE:

- A. Follow-up items, announcements and upcoming issues.
B. [Upcoming Planning Commission Meetings.](#)

12. ADJOURNMENT: to 6:00 p.m. on March 29, 2021

