

Planning Commission

REGULAR MEETING

Monday, June 7, 2021 6:00 P.M.

Andrew P. Fox City Council Chambers

TELECONFERENCE/VIDEO CONFERENCE/IN PERSON



Public advisory: The City Council facilities are open to the public with limited capacity. Masks are required to be worn inside City facilities. Pursuant to the Governor's Executive Order N-29-20, Planning Commissioners will be participating in person or via teleconference and/or video conference. The meeting will be broadcast live on TV (Frontier Channel 3, Spectrum Channel 10), the City's website (www.toaks.org/TOTV), and YouTube at (CTO Meetings).

If you would like to **speak** on an agenda item REMOTELY (not in person), 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. If you would like to speak on an agenda item IN PERSON, please note that capacity is limited. You may fill out a Speaker card at the meeting to speak IN PERSON. All Ventura County Health requirements will be followed, including limited capacity, social distancing and wearing face masks.

You may participate by submitting **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. You may fill out a statement card in person at the meeting.

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

Staff

Kelvin Parker, Community Development Director
Stephen Kearns, Interim Deputy 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

June 7, 2021

Page 2

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)]. 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 (Frontier Channel 3, Spectrum 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 record, 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 REMOTELY (not in person) 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. If you would like to speak on an agenda item IN PERSON, please note that capacity is limited. You may fill out a Speaker card at the meeting to speak IN PERSON. Doors to City Council Chambers open at 5:30 p.m. All Ventura County Health requirements will be followed, including limited capacity, social distancing and wearing face masks. 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 Lanson, Link, McMahon, Newman, and Chair Buss
4. **WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET / CONTINUANCES**
5. **PUBLIC COMMENTS**
6. **CONSENT CALENDAR:**
 - A. [Minutes of Planning Commission Meeting of April 26, 2021](#)
7. **PUBLIC HEARING:**
 - A. [Subject: Oak Tree Permit \(OTP\) 2020-70547](#)

Applicant: Katherine Wolfe (Distinguished Creations Inc.)

Location: 4014 Cresthaven Drive

Request: To allow removal of three (3) oak trees involving a coast live oak; a multi-trunk valley oak; and a smaller coast live oak, due to the health and location of the trees (on private property with a single-family dwelling).

Recommendation: Adopt the resolution approving OTP 2020-70547, based on the findings and subject to the conditions contained in the resolution.

Planner: Senior Planner Nizar Slim
8. **DEPARTMENT REPORTS:**

None
9. **COMMISSION COMMENTS AND AB 1234 REPORTS**
10. **STAFF UPDATE:**
 - A. Follow-up items, announcements and upcoming issues.
 - B. [Upcoming Planning Commission Meetings.](#)
11. **ADJOURNMENT:** to 6:00 p.m. on June 21, 2021

