

## Planning Commission

### REGULAR MEETING

**Monday, May 9, 2022 6:00 P.M.**

**Andrew P. Fox City Council Chambers  
2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362**

## AGENDA



**Public advisory: Face masks are strongly recommended to be worn inside City facilities.**

The meeting will be broadcast live on TV (Frontier Channel 3, Spectrum Channel 10), and YouTube ([www.youtube.com/ctomeetings](http://www.youtube.com/ctomeetings)). Speakers may either join the meeting in person or via Zoom. The Brown Act prohibits a person from having to register to attend a public meeting. The Zoom app may require registration if you would like to attend via video/teleconference. If you do not wish to register to attend the Planning Commission meeting via Zoom, the Andrew P. Fox City Council Chambers is open and freely accessible to the public. 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](mailto:communitydevelopment@toaks.org) or call (805) 449-2500. Please see page two for more information. You may participate by filling out a statement card at the meeting or submitting **written comments** by email to [communitydevelopment@toaks.org](mailto:communitydevelopment@toaks.org) (please indicate the agenda item number in the subject line); if received by noon on the day of the meeting, written comments will be provided to the Commission before the meeting and made part of the record; written comments submitted after noon will be given to the Commission after the meeting and will be made part of the record.

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

### Staff

John M. Dugan, Deputy Community Development Director  
Patrick Hehir, Chief Assistant City Attorney

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**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. Upon request, the agenda and documents in this agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City ensuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

## 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)]. The Agenda packet and “Live and Archived” meetings and minutes are available on the City’s website at [www.toaks.org](http://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 IN PERSON at the meeting may fill out a Speaker Card in person at the meeting. 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](mailto:communitydevelopment@toaks.org) or call (805) 449-2500. 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 sent to [communitydevelopment@toaks.org](mailto:communitydevelopment@toaks.org) (please indicate the agenda item number in the subject line); if received by noon on the day of the meeting, written comments will be provided to the Commission before the meeting and made part of the record; written comments submitted after noon will be made part of the record. You may submit a written statement card at 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, Lanson, Link, McMahon, and Chair Newman
4. **WRITTEN COMMENTS / ANNOUNCEMENTS / SUPPLEMENTAL PACKET / CONTINUANCES**
5. **PUBLIC COMMENTS**
6. **CONSENT CALENDAR:**
  - A. [Minutes of Planning Commission Meeting of March 14, 2022](#)
7. **PUBLIC HEARING:**
  - A. **Subject:** [Precise Plan of Design \(PPD\) 2022-70067](#)  
**Applicant:** Matthew and Michelle Lee  
**Location:** 87 Ilex Drive  
**Request:** To allow a second-story addition to an existing one-story single-family residence.  
**Recommendation:**  
Adopt resolution approving PPD 2022-70067 for a second-story addition based on the findings and subject to the conditions contained in the resolution.  
**Planner:** Associate Planner Wil Chua
  - B. **Subject:** [Appeal of Development Permit \(DP\) 2021-70408 and Protected Tree Permit \(PTP\) 2022-70370](#)  
**Applicant:** Appellant: G.I. Industries dba Waste Management; Applicant: Arc Investment Group  
**Location:** 2498 and 2550 Conejo Center Drive – a vacant lot south of Conejo Center Drive, west of Lawrence Drive, east of private driveway (667-0-080-015 and 667-0-080-035)



**Request:** Appellant is requesting the Planning Commission reverse the administrative decision approving DP 2021-70408 thereby denying the request to approve a new 21,440 square-foot waste-collection truck dispatch center with outdoor vehicle storage, maintenance facilities, associated parking, retaining walls, and a compressed natural gas (CNG) fueling station. The applicant is requesting the Planning Commission approve DP 2021-70408 and Protected Tree Permit (PTP 2022-70370 to allow removal of one (1) oak tree involving a multi-trunk (24", 12" and 11" diameter) coast live oak at the entrance of the property at 2550 Conejo Center Drive, if the above request is denied, in order to comply with the required conditions of approval. That the Planning Commission find that the project is categorically exempt from the California Environmental Quality Act pursuant to Section 15332.

**Recommendation:**

1. That the Planning Commission find that the project is categorically exempt from the California Environmental Quality Act pursuant to Section 15332.
2. That the Planning Commission adopt the Proposed Planning Commission Resolution denying the appeal and approving DP 2021-70408, based on the findings and subject to the conditions included herein.
3. That the Planning Commission adopt the Proposed Planning Commission Resolution approving PTP 2022-70370, based on the findings and subject to the conditions included herein.

**Planner:** Associate Planner Justine Kendall

**8. DEPARTMENT REPORTS:**

**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. May 23, 2022 Planning Commission Meeting

