



NEIGHBORHOOD COUNCIL #3
THURSDAY, JANUARY 12, 2017, 7:30 P.M.
CITY HALL COMMUNITY ROOM
2929 TAPO CANYON ROAD

AGENDA

NC #3 Chair	Robert Sherman
NC #3 Vice Chair	Kelly Tinker
NC #3 Secretary	Pamela Dean
NC Coordinator	Emily Habib
City Council Liaison	Council Member Glen Becerra

1. Call to Order/Welcome/Pledge of Allegiance/Introductions
2. Agenda Review
3. Approval of Minutes
4. Correspondence
5. Public Statements/Comments

This is the time allotted for public statements or comments on matters within the subject matter and jurisdiction of the Executive Board not on the agenda. Statements and comments are limited to no more than five (5) minutes per speaker.

6. Informational Presentation
 - a. Overview of the City's Traffic Engineering Division
7. New Business
 - a. Election of Interim Officers
8. Neighborhood Council Coordinator's Report
9. Executive Board Comments

This is the time allotted for Executive Board member statements or comments on matters within the subject matter and jurisdiction of the Neighborhood Councils, to request a future agenda item, or to give an Ad Hoc Committee Report. This is also the time to make any announcements related to community events and other items of interest.

11. Adjournment: Thursday, February 16, 2017, 7:30 p.m.

/s/

Anna M. Medina
Deputy Community Services Director

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact the Neighborhood Council Coordinator at (805) 583-6756. Upon advance notification, reasonable arrangements will be made to provide accessibility to the meeting.

7/01-17

DRAFT MINUTES

1. Call to Order/Welcome/Pledge of Allegiance

Chair Rob Sherman called the meeting to order at 7:30 p.m. He also confirmed that a quorum was present.

Pepper Aarvold	P	Robert Sherman	P
Lori Cromley	P	Pamela Dean	E
Ryan Gennaro	P	Shannon Johnson	P
Mike Perenchio	P	Lois Ann Lengel	P
Ashley Chelonis	P	Elaine Litster	A
Tracy Fessler	P	Kelly Tinker	E
Jackie Sheldon	E	P=Present; E=Excused; A=Absent	

2. Agenda Review

By consensus of the Executive Board, the agenda was approved as presented.

3. Approval of Minutes

A motion was made by Tracy Fessler and seconded by Lois Ann Lengel to approve the November 10, 2016 minutes as presented. The motion passed unanimously.

4. Correspondence: None

5. Public Statements/Comments

Mayor Pro Tem Judge thanked the Executive Board members for their service and reminded them that the City Council always reads the minutes to keep up to date on what is occurring in the Neighborhood Councils.

6. Special Presentation

Certificate of Appreciation to BMC Lumber for its support of the Neighborhood Council's participation in the Simi Valley Days Parade

Dave Benison, representing BMC Lumber, accepted a Certificate of Appreciation from the City in recognition of its donation of materials and staff time to the Neighborhood Councils for their entry in the Simi Valley Days Parade.

7. New Business

- a. Review of a request to redevelop an existing retail center, located at the northwest corner of Tapo Canyon Road and Cohran Street, including three new buildings; a two-story assisted living facility, and a drive-through restaurant

Questions and Comments from the audience and responses from the applicant:

Once the center is redeveloped, how much will the rent increase for existing tenants?

The tenants that are not being relocated have leases that lock in the rental rate until the time of renewal (8-10 years). At that point they may choose to stay or relocate. If they choose to stay, their rent could increase by 15-30%.

Do they anticipate more traffic congestion within the center from the new drive through restaurant?

No. The stacking pattern of the proposed drive through has been carefully designed and approved by City traffic engineers.

Will they need a zone change for the drive through restaurant?

No, the property is already zoned for a drive through restaurant.

Who will use the parking area that is being opened in the northwest corner of the property?

It will be primarily used by employees of the center to keep the main parking area free for patrons.

Will there be sidewalks or walkways for these employees to get to the front of the center or will they have to walk in through the parking area?

Yes, there will be sidewalks or walkways for the employees.

When do they anticipate construction to begin?

They anticipate it to begin in approximately nine months.

Comments from the audience:

The driveway that faces Cochran Street should be designed to have two lanes so that cars waiting to turn left onto Cochran do not cause cars trying to turn right to stack up behind them.

A number of people living immediately to the west of the property commented that the developers have spent a lot of time working with them to resolve their concerns and they are appreciative of their outreach efforts.

Questions from the Executive Board/responses from the applicant:

Where will the main emergency vehicle access to the assisted living facility be located?

It will be located on the east side of the building. Emergency vehicles will go around the back of the property to the service/delivery area of the assisted living facility.

What is the reasoning for adding an assisted living facility to an existing retail center? The uses do not seem compatible.

Actually, this design is becoming increasingly more common across the country. They have developed a number of retail centers that also contain such facilities. These types of uses keep seniors more connected to the community by allowing them and their families to gain easy access to services such as the adjacent drug store, grocery store, restaurants, etc. A community oriented center is also an attraction to families and may encourage them to visit more often, especially if they can also do errands or buy groceries at the same time.

What facets of the design ensure that parking will be adequate for the anticipated number of patrons?

The square footage of retail space is being decreased from 106,000 square feet to approximately 82,000 square feet. Also, opening the northwest corner of the property for parking will increase the number of spaces available. The City traffic engineers were satisfied with this design.

What security measures will be employed on the center?

During construction, temporary security cameras and security guards will be present. Once the center is operational, security guards will be present when the retail establishments are open.

Who will own the assisted living facility?

The developer will own the facility and will hire one of their existing subcontractors to operate it.

Comments from the Executive Board members

Emergency vehicles should be directed to enter the property via the driveway on the east side of the property from Tapo Canyon Road to limit impacts to the residents who live on the west side of the assisted living facility.

Signs should be installed to direct emergency vehicles to the back of the property to access the assisted living facility and the applicant should meet with local emergency providers to provide them with this direction in advance of the opening of the facility. Also recommended was that the landscaped island adjacent to the emergency entrance be changed to an emergency vehicle turnaround.

A concern was expressed that the applicant could decide not to honor the commitments to the neighbors that were made in the signed letters dated November 18, 2016 (attached). Some of the commitments should be incorporated into the development permits as conditions of approval and the others should become part of the retail center's Covenants Conditions & Restrictions (CC&Rs).

A concern was expressed that guests of the assisted living facility would park in front of the new retail establishments and block customers from using those spaces. Parking space markers should be installed to indicate that the spaces will be for retail use only.

There should be a mechanism to maintain the use of the new community room as such so that it could not be converted to offices or other uses in the future.

MOTION: Upon conclusion of the discussion, the following motion was made by Ryan Gennaro and seconded by Shannon Johnson:

Recommend that the Planning Commission approve the request to redevelop an existing retail center, located at the northwest corner of Tapo Canyon Road and Cochran Street, including three new buildings; a two-story assisted living facility, and a drive-through restaurant, and include the following:

- 1. Emergency vehicles should enter the property via the driveway on the east side of the property from Tapo Canyon Road.**
- 2. Install signs to direct emergency vehicles to the back of the property to access the assisted living facility.**
- 3. Revise the landscaped island adjacent to the emergency entrance to be an emergency vehicle turnaround.**
- 4. Within the CC&Rs, designate that the community room must be maintained as such in the future.**
- 5. The commitments made by the applicant to the neighbors in the letter dated November 18, 2016, be incorporated into the development permits as conditions of approval or become part of the retail center's CC&Rs to ensure that the applicant keeps their commitments.**

Executive Board vote:	9 Ayes;	0 Noes;	0 Abstentions
Audience vote:	7 Ayes	2 Noes;	0 Abstentions
Unincorporated Area vote:	None		

The motion carried.

8. Neighborhood Council Coordinator's Report

Emily Habib informed the Executive Board that the current recruitment of the Neighborhood Council Executive Board members for the March 1, 2017 term will close on December 16, 2016. There are five openings for the Neighborhood Council #3 Executive Board and 19 applications have been received.

10. Executive Board Member Comments

Rob Sherman reported that the Rotary Club of Simi Sunset built and gave away over 250 bicycles this year for the holidays to needy children. He also noted that Vista Elementary School was awarded National Blue Ribbon status earlier that day. He also reported that on the previous evening, the Special Event Support Review Committee, on which he sat, awarded \$25,000 to six local non-profit organizations. The awards ranged from \$3,000 to \$5,000.

11. Adjournment: Thursday, January 12, 2017, 7:30 p.m.

By consensus of the Executive Board, the meeting was adjourned at 9:07 p.m.



Scott Goldstein
3861 Cochran St
Simi Valley, CA 93063

11/18/2016

Dear Mr. Goldstein,

We have not yet had the chance to meet to discuss our Griffin Plaza remodel and senior care facility project. After getting in contact with the majority of our neighbors, we held a meeting on November 2nd at Sutter's Mill. At the meeting we provided some exhibits of each neighbor's property showing our plans to mitigate the issues that were discussed during our first meeting with your neighbors, Debbie Andrews and Sam Ellis, back in September. In addition to our landscape planting buffer and 48" box trees, a 12' vine wall instead of 11' wall was generally accepted as the best solution for immediate privacy for your properties. Each neighbor had asked specifically for certain views and more information for their lot. Included in this package, you will find exhibits that pertain to your particular property, as well as any other information that may have requested.

As discussed, we are committing to the following conditions as part of our project approval:

1. Install a 12' Vine Wall, as proposed, prior to the start of any demolition or construction on the western side of the property.
2. Maintain full responsibility of the western property boundary vine wall and landscape buffer.
3. Regular evening security monitoring along the western property boundary and behind the vine wall.
4. No trash bins will be located along the western property boundary.
5. Respect restricted construction times between 7:00 A.M. and 7:00 P.M.

If you are in support of our proposed Griffin Plaza remodel and senior care facility, and want the city to add these 5 specific conditions to our other project conditions, please sign below. We will provide this information to our city planner, the neighborhood council, the planning commission, and the city council with a request that these be added to our approval. If you have other questions or concerns, we are happy to meet with you anytime.

It has been a great pleasure working on this with all of our neighbors. We will keep you informed of public meeting dates as soon we know them. We are excited to remodel and develop a project that will serve everyone in our community. Please do not hesitate to email or call us with any questions you may have. Our business cards have been attached.

Sincerely,


Jonathan J. Griffin
Project Manager



Signature

Scott Goldstein

Print Name

11/18/2016
Date

CC: Richard A. Niec



Deborah Andrews
2466 Woodhaven Ct.
Simi Valley, CA 93063

11/18/2016

Dear Mrs. Andrews,

Thank you for meeting with us on November 2nd at Sutter's Mill to discuss our Griffin Plaza remodel and senior care facility project. As you recall we provided some exhibits of each neighbor's property showing our plans to mitigate the issues that were discussed during our first meeting with you and Sam back in September. In addition to our landscape planting buffer and 48" box trees, a 12' vine wall instead of 11' wall was generally accepted as the best solution for immediate privacy for your properties. Each neighbor had asked specifically for certain views and more information for their lot. Included in this package, you will find your personally requested exhibits that pertain to your particular property, as well as any other information you may have requested.

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Sincerely,


Jonathan J. Griffin
Project Manager

CC: Richard A. Niec


Signature

Print Name Date



Michael and Kristin Zamora
2436 Woodhaven Ct.
Simi Valley, CA 93063

11/18/2016

Dear Mr. and Mrs. Zamora,

Thank you for meeting with us on November 2nd at Sutter's Mill to discuss our Griffin Plaza remodel and senior care facility project. As you recall we provided some exhibits of each neighbor's property showing our plans to mitigate the issues that were discussed during our first meeting with Debbie and Sam back in September. In addition to our landscape planting buffer and 48" box trees, a 12' vine wall instead of 11' wall was generally accepted as the best solution for immediate privacy for your properties. Each neighbor had asked specifically for certain views and more information for their lot. Included in this package, you will find your personally requested exhibits that pertain to your particular property, as well as any other information you may have requested.

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Sincerely,


Jonathan J. Griffin
Project Manager

CC: Richard A. Niec


Signature
MICHAEL ZAMORA
Print Name
11/18/16
Date



Lori Westman
2444 Woodhaven Ct.
Simi Valley, CA 93063

11/18/2016

Dear Mrs. Westman,

Thank you for meeting with us on November 2nd at Sutter's Mill to discuss our Griffin Plaza remodel and senior care facility project. As you recall we provided some exhibits of each neighbor's property showing our plans to mitigate the issues that were discussed during our first meeting with Debbie and Sam back in September. In addition to our landscape planting buffer and 48" box trees, a 12' vine wall instead of 11' wall was generally accepted as the best solution for immediate privacy for your properties. Each neighbor had asked specifically for certain views and more information for their lot. Included in this package, you will find your personally requested exhibits that pertain to your particular property, as well as any other information you may have requested.

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Sincerely,


Jonathan J. Griffin
Project Manager

CC: Richard A. Niec



Signature

Print Name

Date