



NEIGHBORHOOD COUNCIL #3

THURSDAY, DECEMBER 12, 2019
CITY HALL COMMUNITY ROOM
2929 TAPO CANYON ROAD

NEW MEETING TIME 7:00 p.m.

AGENDA

NC #3 Chair	Shaun MacDonald
NC #3 Vice Chair	Mark Luker
NC #3 Secretary	Nancy Freigher
CS Coordinator	Emily Habib
City Council Liaison	Council Member Elaine Litster

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 three (3) minutes per speaker.

6. Informational Presentations: None

7. New Business

a. Request to Remodel an Existing Office Building into a Drive-Thru Restaurant/Coffee House at 2595 Stearns Street

b. Discussion/Input on Proposed Increase in Water Service Rates

c. Discussion/Action on Proposed Development Code Amendments regarding Off-Street Vehicle Parking Regulations, including Recreational Vehicle (RV) Parking on Residential Properties



8. Community Services 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.

10. Adjournment: Thursday, January 16, 2020, 7:00 p.m.

/s/
Yvette Moore
Administrative Officer

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

DRAFT MINUTES

1. Call to Order/Welcome/Pledge of Allegiance

Chair Shaun MacDonald called the meeting to order at 7:01 p.m. Secretary Nancy Freigher confirmed that a quorum was present.

Pepper Aarvold	P	Bruce Roth	E
Rick Norris	P	Vacant	
Carol Thomaier	P	Nancy Freigher	P
Jon E. Weber	E	Jeremy Kuklin	A
Roberta Woods	P	Mark Luker	A
Jessica Freeman	P	Shaun MacDonald	P
Keith D. Kelly	P	P=Present; E=Excused; A=Absent	

Council Member Litster was in attendance. She informed Executive Board members that she was a former member of the Executive Board of Neighborhood Council #3. She also told them that she appreciated the time they give to their city as volunteer members of the Executive Board.

2. Agenda Review

The agenda was revised to move Item 7A before Item 6A.

3. Approval of Minutes

A motion was made by Nancy Freigher and seconded by Keith Kelly to approve the October 10, 2019 minutes as presented. The motion passed unanimously.

4. Correspondence: None

5. Public Statements/Comments

A resident shared his concern that, while hedges must be set 10 feet from the edge of the sidewalk surrounding a property, legally parked recreational vehicles (RVs) are allowed to extend back as far as the sidewalk, or even into the sidewalk. These legally parked vehicles can cause sight issues and can be dangerous for passersby. He felt that City Ordinances should be revised to require that the ends of RVs should be required to be no closer than 10 feet from the sidewalk.

7. New Business

Request to subdivide a 3.97 acre parcel into 16 industrial units and construct a 49,980 square foot industrial building at 4180 Guardian Street

Questions from the audience and responses from the applicant:

Do they feel that they will be able to fill all the spaces in the buildings?

Yes, there is a very low vacancy rate for small industrial spaces in Simi Valley. They expect the 16 individual units to be taken by local small businesses, which will be a benefit for Simi Valley.

Questions from the Executive Board and responses from the applicant:

Will the individual units be rentals or for sale?

They will be for sale “condominium” units. They expect all 16 to sell, but if any don’t, they will rent them out.

Will there be a “Condominium” Association, similar to a Homeowners Association for residential units?

Yes, there will be.

Will they be installing drainage at the base of the retaining wall at the back of the property to avoid the wall washing out during heavy rains?

Yes, they have worked with the City’s Public Works Department to design a drainage system to prevent this.

How many parking spaces will the project contain?

There will be 2.6 spaces per 1,000 square feet of space. This number will be adequate for the office space and expanded restrooms necessary for some businesses.

Upon conclusion of the discussion, the following motion was made by Mark Luker and seconded by Keith Kelly:

Recommend that the Planning Commission approve the request to subdivide a 3.97 acre parcel into 16 industrial units and construct a 49,980 square foot industrial building at 4180 Guardian Street as presented.

Executive Board vote:	7 Ayes;	0 Noes;	1 Abstention
Audience vote:	9 Ayes;	0 Noes;	0 Abstentions
Unincorporated Area vote:	None		

The motion passed.

6. Informational Presentation

a. The State of the Region Report

The State of the Region Report Committee Chair was not able to attend the meeting so Emily Habib reviewed the report for the Executive Board members. The report is released in odd numbered years by the Ventura County Civic Alliance, which is a regional collaborative whose mission is to work together to promote a healthy and sustainable future for Ventura

County. Their goal is to provide accurate data that assists business leaders, elected officials, community organizations and others to achieve effective solutions to the challenges that Ventura County faces.

8. Community Services Coordinator's Report

Emily Habib reviewed general meeting procedures for both veteran and new Executive Board members. She also reminded Executive Board members that, as a general rule, only opponents of a project attend public hearings. If they, or anyone they know, are strongly in favor of a project, they may wish to attend the public hearing for the project, provided that Executive Board members do not state in their comments that they serve on an Executive Board.

9. Executive Board Comments

New and veteran Executive Board members gave extended introductions. Pepper Aarvold announced that the Stealth Bomber had arrived at the Reagan Museum and encouraged Executive Board members to attend the exhibit. Roberta Woods and Nancy Freigher attended the Taskforce on Homelessness meeting earlier that day and noted that there was a large number attendees and a lot of good information was provided.

10. Adjournment: Thursday, December 12, 2019, 7:00 p.m.

By the consensus of the Executive Board, the meeting was adjourned at 8:25 p.m.



CITY OF SIMI VALLEY

Neighborhood Council Development Project Overview

Project No. CUP-S-825
 Neighborhood Council Nos. 3 and 4
 Tentative Planning Commission Meeting Date January 8, 2020
 Tentative City Council Meeting Date N.A.
 Case Planner Vern Umetsu

Request:

Approve a Conditional Use Permit to remodel an existing office building to a coffee house with drive-through window.

Applicant:

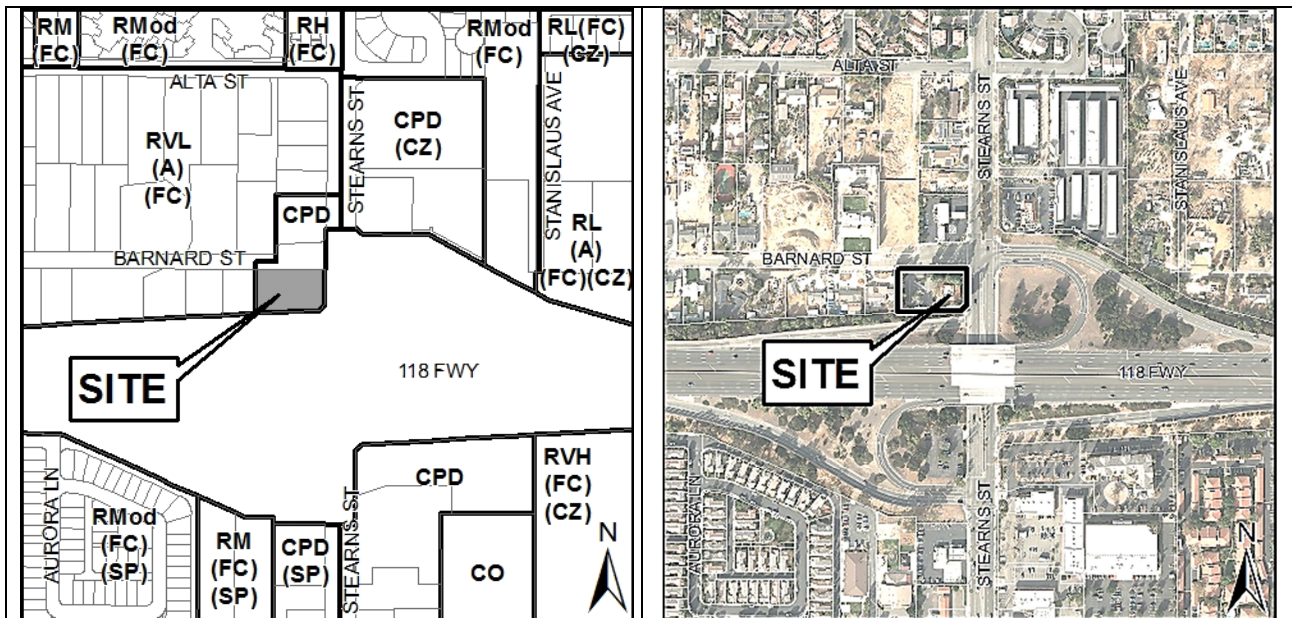
Tait and Associates, Inc.
 Attn. Joey Ly
 701 N. Parkcenter Drive
 Santa Ana, CA 92705
 Ph. 714-560-8673 / Email: jly@tait.com

General Plan/Zoning:

General Commercial/CPD (Commercial Planned Development)

Location:

2595 Stearns Street; at the southwest corner of the Barnard Street and Stearns Street intersection



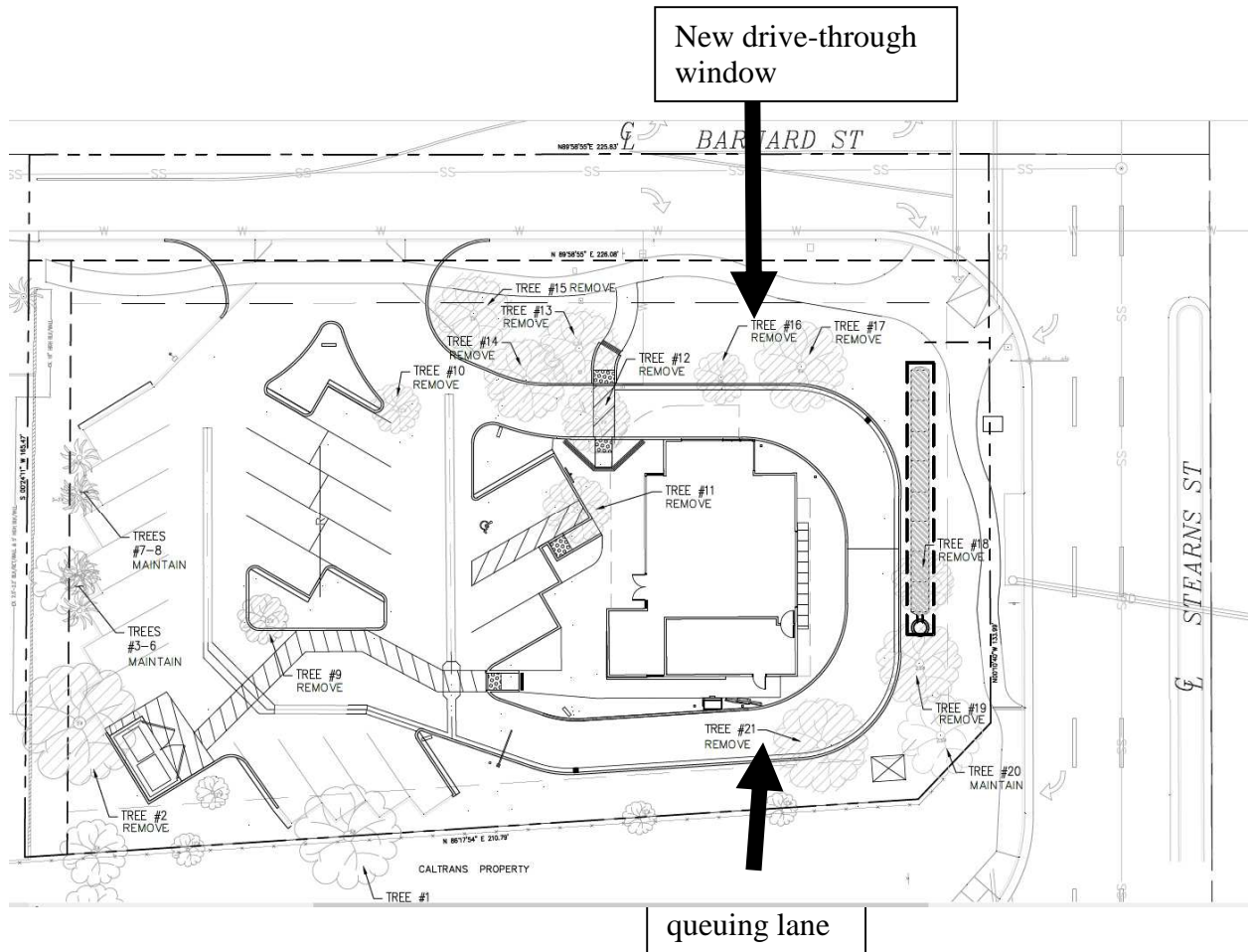
Neighborhood Council Project Overview for CUP-S-825

I. Project Description

The applicant requests approval of a Conditional Use Permit to remodel an existing, 4,075 square-foot office building on a 0.69-acre lot. The proposed construction would create a 2,037 square-foot coffee house with a 256 square-foot patio and a drive-through window. Twenty-two (22) parking spaces would be provided, which exceeds the nine (9) space requirement.

A new drive-through lane would be built around the building to a drive-through window that faces Barnard Street. The drive-through queuing lane meets the required length of 180 feet. This vehicle queuing length is augmented by the parking lot driveway that can accommodate additional queuing vehicles as well as allow for vehicles to drive through to parking spaces. In addition, the parking lot is designed to allow vehicles to circle the parking lot without going into the street.

SITE PLAN



Neighborhood Council Project Overview for CUP-S-825

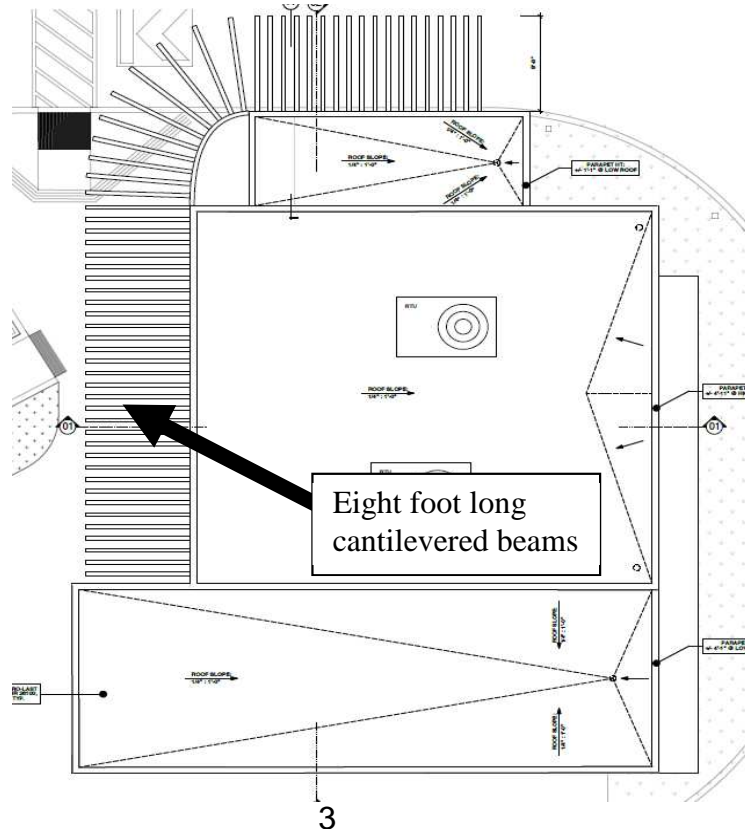
II. Project Design

The existing office building would be reduced in size by half (from 4,075 sq. ft. to 2,037 sq. ft.), and the existing building architecture changed from a Mediterranean inspired building with hipped tile roof.



The proposed building is one-half the size of the existing building and will have a contemporary architectural design. The proposed building is typified by its simple geometric rectangles and circles that are punctuated by eight-foot long, cantilevered beams above the drive-through window facing Barnard Street on the north, and above the coffee shop entry/patio seating area on the west.

Proposed Coffee House Building Plan View



Neighborhood Council Project Overview for CUP-S-825

III. Project Compatibility

The proposed project is surrounded by the following land use designations and uses (refer to the aerial photograph on page 1).

	GENERAL PLAN	ZONING	LAND USE
Subject Site:	General Commercial	CPD (Commercial Planned Development)	Office building
North:	General Commercial	CPD	Barnard Street followed by a gas station
South:	Highway 118	Public right-of-way.	Highway 118 that is elevated above the building height.
East:	Highway 118	Public right-of-way.	Stearns Street followed by the Highway 118 interchange
West:	Residential Very Low Density	RVL (Residential Very Low Density)	A one-story house

Project compatibility with the residence to the west is provided by a masonry wall and a minimum ten-foot wide landscape buffer with trees that were installed with the existing office building. The applicant will maintain this landscape buffer and replace trees that have trunk rot or are damaging site improvements, with minimum 48-inch box size trees as required for landscape buffers between office and residential uses.

Project compatibility with the neighborhood is provided by (a) the one-story commercial building being similar to nearby one-story buildings, (b) the Traffic Impact Study showing that the Level of Service (LOS) does not change from the projected LOS-A through LOS-C whether the project is built or not, and (c) a parking lot design that contains drive-through traffic impacts on-site.

IV. Issues

Staff review is on-going. Building setback, parking, and landscaping requirements have been met.

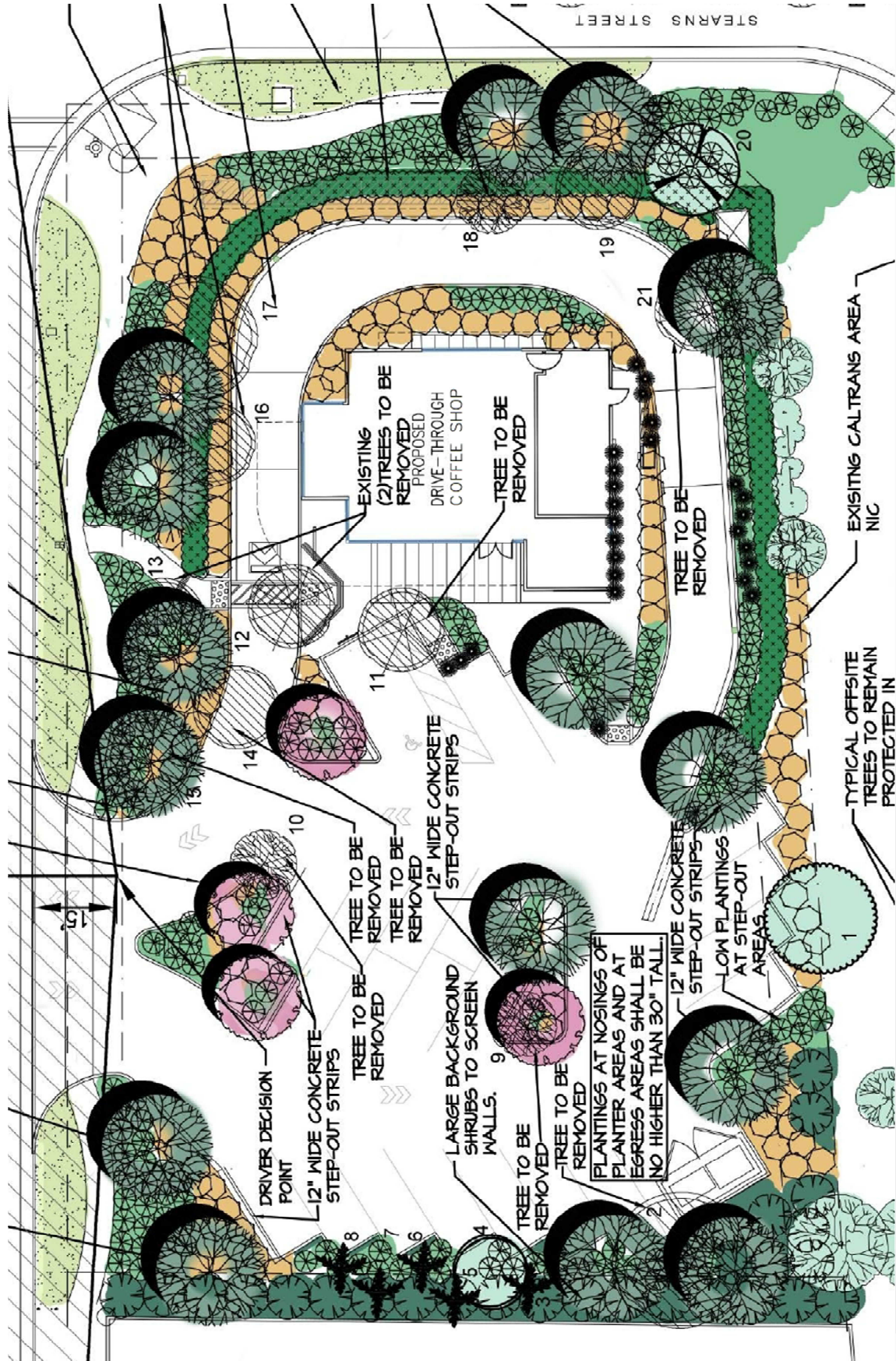
V. Environmental Review

Environmental review is on-going. Public Works Department staff review shows no significant traffic or drainage issues. The Tree Report has been verified by the City and its consultant.

VI. Exhibits

Project plans are attached.

Neighborhood Council Project Overview for CUP-S-825



Neighborhood Council Project Overview for CUP-S-825

Proposed Building from the Barnard St./Streamns St. intersection

