



## **DOWNTOWN DESIGN REVIEW COMMITTEE MINUTES**

**Meeting June 14, 2007**

**9:00 A.M.**

**Planning and Environmental Services  
Conference Room  
305 W. Third Street, Oxnard**

**A. ROLL CALL**– Present: Michael Faulconer (chair), Patrick Behrens (vice-chair), Gary Blum (member), Juan Moreno (member), Linda Calderon (member), and Nicole Doner (staff person).

**B. PUBLIC COMMENTS – On items not on the Agenda**

At this time, a person may address the Downtown Design Review Committee on matters within the jurisdiction of the Committee, including information/consent items and any item not appearing on the agenda. The Chair shall limit public comments to three minutes. The Committee cannot enter into detailed discussion or take action on any item presented during public comments that is not on the agenda and such item may only be referred to staff for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on agenda items should do so at the time the Committee considers the agenda item.

**C. COMMITTEE BUSINESS**

Approval of May 24, 2007, minutes APPROVED (5/0)

**D. CONTINUED ITEMS**

1. PZ 07-110-03, 455 South “C” Street, re-painting of dental office exterior, Applicants: Karen Duran of Fifth & C Partnership/Eddie Romero of Western Dental Services
  - i. APPROVED (5/0) building paint color, “Smoky Forest” DE 6244 on the roof to match the look of tarnished copper; “Lunar Landing” DE 6241 on the south and west facing walls to coordinate with the existing marble; and white on trim.

**E. CONCEPT REVIEW - NONE**

**F. NEW ITEMS**

1. PZ 07-110-10, 200 West Seventh Street, new non-illuminated sign for insurance office at Heritage Square, Applicants: Chris Compton of CB&G Sign Solutions.
  - i. APPROVED (5/0) as revised with conditions below: 1. “Austin, Reilly & Doud Insurance Services” hanging sign (18” x 88”) on the north elevation; 2. Change sign background to Pearl White (Dunn Edwards) and blue trim to match building trim; 3. Remove existing blade sign at the back entrance of building or submit a sign permit for approval of sign face modifications indicating either building identification or handicapped access.

## **G. STAFF BUSINESS**

As requested by DDRC, staff provided a presentation on Section 16-153A of the City Code and the interpretation of that code by the City Attorney's Office and the Planning & Environmental Services Manager regarding the requirement for either a major or minor CBD permit or an over the counter permit to be issued for repainting or changing the exterior finishes of the building.

Options were discussed, as a way to lessen costs to the applicant, the inclusion of a definition of "maintenance" (either by interpretation or by zone text amendment) for such items as touch-up paint for repair; graffiti paint-out; and repainting of buildings using the same color for which DDRC had approved in the past. DDRC discussed requiring an over the counter permit (\$80) instead of a minor CBD permit (\$387.45) for repainting and revising the fee schedule to charge fee deposits instead of flat fees. DDRC also discussed the need for the City to provide outreach and marketing to downtown landlords and tenants of the City permit requirements for building repainting and refinishing.

## **H. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the planning office at 385-7858. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.