



Planning Division

**PLANNING COMMISSION
STAFF REPORT**

TO: Planning Commission

FROM: Kathleen Mallory, AICP, Contract Planner

DATE: June 18, 2009

SUBJECT: PLANNING AND ZONING PERMIT NO. 09-550-02 (Major Modification to Special Use Permit No. 07-500-14) amendment to conditions of approval for Fresh and Easy Neighborhood Market, located at 1750 E. Channel Islands Boulevard

- 1) **Recommendation:** That the Planning Commission approve Planning and Zoning Permit No.09-550-02 to allow one outdoor display area and an increase in delivery hours, subject to certain findings and conditions.
- 2) **Project Description and Applicant:** A request to amend conditions of approval to allow the addition of two outdoor display areas and an increase in delivery hours to allow deliveries up until 10:00 p.m. Monday through Sunday at Fresh and Easy Neighborhood Market, located at 1750 E. Channel Islands Boulevard. Filed by Tom Davies, Churchyard Development, LLC., 2225 Glastonbury Road, Westlake Village, CA 91361.
- 3) **Existing & Surrounding Land Uses:** The project is site is currently improved with a Fresh and Easy Neighborhood Market and a speculative retail shopping center (see Attachment #A).

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
Project Site	C-2-PD	General Commercial	Retail Shopping Venter
North	C-2-PD	General Commercial	Retail Shopping Center
South	C-R	School	Channel Islands High School
East	R-2- PD	Park	College Park

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
West	R-2-PD	Multi-family Residential Planned Development	Single-family Residential

- 4) **Background Information:** On March 20, 2009, the Planning Commission approved a special use permit for the construction of 13,929 sq. ft. Fresh and Easy Neighborhood Market with off-site alcohol sales, and approximately 5,630 square feet of speculative retail shopping. At this meeting, the Commission also made a recommendation to the City Council for approval of a general plan amendment to amend the land use designation on the site from Residential Low Medium to General Commercial, change the zoning district on the site from R-2 (Multiple Family) to C-2-PD (General Commercial, Planned Development), and approve a tentative parcel map to subdivide the 4.05 acre property into three parcels. On April 22, 2008, the City Council approved the general plan amendment, zone change, and tentative parcel map; and on September 23, 2008, the City Council approved the final parcel map.
- 5) **Environmental Determination:** In accordance with Section 15301 of the California Environmental Quality Act (CEQA) Guidelines, projects involving minor alterations may be found to be exempt from the requirements of CEQA. This proposal is exempt because the outdoor display area and change in non-peak hour delivery hours will not result in any environmental impacts. Therefore, staff has determined that there is no substantial evidence that the project may have a significant effect on the environment and recommends that Planning Commission accept the Notice of Exemption (see Attachment #B).
- 6) **Analysis:**
- a) **General Discussion:** The applicant requests approval to amend one condition pertaining to the prohibition of outdoor display areas (condition 100) and two conditions of approval pertaining to delivery hours (conditions 68 and 103). These are further described in sections d and e, respectively, of this staff report.
- b) **General Plan Consistency:** The proposed amendments to the conditions of approval will not result in any inconsistency with any general plan policies which were originally reviewed and approved by the Planning Commission in March 2008.
- c) **Conformance with Zoning Development Standards:** The proposed amendments to the conditions of approval will not result in any inconsistency with any building development standards which were originally reviewed and approved by the Planning Commission in March 2008.
- d) **Outdoor Display:** Condition of approval number 100 currently reads: “No outside storage or box storage shall be permitted outside of the buildings on parcels 1 and 2.” The applicant requests approval to place two outdoor display areas which will be 8 feet in width x 12 feet 6 inches in length and 5 feet in height and 5 feet in width x 6 feet in length and 5 feet in height

within the paved entrance area directly adjacent to the public entrance and exit (see Attachment #C).

The site layout has been approved and constructed in accordance with the approved use permit (SUP No. 07-500-14). The applicant's proposed placement, size, and configuration of outdoor display areas create some new concerns relative to path of travel and visibility. To comply with handicapped accessibility requirements, state law requires an unimpeded path of travel a minimum of four feet in width. However, the City's standard requires a five foot unobstructed path of travel. To visually demonstrate the applicant's request, staff has superimposed the dimensions of the proposed outdoor display areas onto current site photos (see Attachment #D).

While the applicant proposes a display area that provides a five foot clear path of travel in the majority of the entrance area, with the bike rack north of the easterly display area this pathway will be obstructed and a four foot path of travel will be provided on the easterly portion of the entrance area. With placement of the applicant proposed outdoor display areas access into the building is impeded; these dimensions are clearly identified on Attachment # D.

The proposed display areas at the store entrance significantly limit visibility beyond the entrance and hinders the ability to monitor activities taking place outside of the building. Police Department visibility into the store from the parking lot will also be restricted with the proposed outdoor display areas. The Police Department has submitted a correspondence expressing concern with the applicant's proposal (see Attachment #E).

Due to the current economic climate and in order to facilitate the market's transition into Oxnard, staff recommends an alternative outdoor display area. Staff would support such outdoor display in an area west of the entrance with dimensions of 4 feet 6 inches in width x 23 feet in length, and a maximum height of 3 feet 9 inches (see Attachment #F). By limiting the height of the outdoor display area to 3 feet 9 inches the existing window area will not be blocked. With this alternative, a 5 foot unobstructed path of travel will still be provided parallel to the building along the entire storefront. A condition of approval clearly delineating the pavement limits of the outdoor display area is also recommended. The proposed size and location of the outdoor display area is comparable with a 5 foot x 15 foot area permitted for the Fresh and Easy Neighborhood Market at Rose Ranch. In addition, that area is located approximately 40 feet from the entrance/exit area at its closest point.

Citing visibility, which will limit client sales as a concern, representatives of Fresh and Easy rejected staff's alternative proposal with the placement of the outdoor display area 28 feet from the entrance/exit area.

In formulating the alternative outdoor display location, staff conducted field visits to other Fresh and Easy Markets in other jurisdiction. The outdoor display area proposed by staff is similar to the outdoor display area permitted for the Fresh and Easy within the City of Moorpark. In that jurisdiction, the outdoor display area was restricted to be adjacent to the building. Additionally, the outdoor display area in Moorpark is not immediately adjacent to the exit area; thus, this arrangement has been acceptable to Fresh and Easy in other jurisdictions. Within the City of

Thousand Oaks (Newbury Park suburb) the allowance of outdoor display is prohibited although sufficient room exists for this type of use. Therefore, staff recommends that condition no. 100 be modified as follows:

“One outdoor display area is permitted on parcel 1 within the area immediately west of the cart storage area. The area shall be 4 feet six inches x 23 feet, shall be a maximum of 3 feet 9 inches in height and shall be located immediately adjacent to the building wall. The limits of the outdoor display area shall be delineated on the pavement; a five foot wide path of travel shall be provided in front of the outdoor display area at all times. No outdoor storage or box storage shall be permitted outside of the buildings on parcel 2.”

- e) **Delivery Hours:** Based upon the current conditions of approval, due to proximity to Channel Islands High School and the residences off of Cota Circle to the west, deliveries are restricted as follows:

Current Conditions (#'s 68 and 103)	
Monday – Friday Allowance	Saturday and Sunday Allowance
6:00 – 7:30 a.m.	6:00 a.m. – 4:00 p.m.
9:00 a.m. – 2:30 p.m.	
3:30 - 4:30 p.m.	

Applicant Proposal

The applicant is requesting that the conditions of approval be modified as follows; revisions to the conditions of approval are denoted in strike through (deleted text) and underline (added text):

68. There shall be no deliveries of alcoholic beverages permitted during typical high school commuting hours. Specifically, deliveries of alcohol are prohibited between 7:30 a.m. and 8:30 a.m. and between 2:30 p.m. to 3:30 p.m. Monday through Friday (PD).

103. Deliveries associated with parcel 1 shall only be within the loading and unloading area in the rear of the building on parcel 1 and shall only occur ~~from 6:00 a.m. to 7:30 a.m. and from 9:00 a.m. to 4:00 p.m.~~ 6:00 a.m. to 10:00 p.m.

Staff Proposal

The principal at Channel Islands High School has no objection to allowing non-alcoholic deliveries during peak hour periods (see Attachment #G). Staff discussed the applicant’s proposed revision to condition no. 103 with Mr. Richard Gomez, President of the Rose Island Homeowner’s Association which is located west of the subject site. Mr. Gomez indicated that the board did not object to the applicant’s requested revisions to condition no. 68 but that the association requested that the last delivery to the site occur at 9:00 p.m. and that the delivery truck leave the site by 10:00 p.m. The City Traffic Engineer and Police Department do not have any objection to the revision to condition no. 68. Therefore, staff supports the revision to condition no. 68 as requested by the applicant.

However, the City Traffic Engineer is opposed to changing the conditions of approval to allow deliveries during peak hours and therefore, does not recommend changing condition no. 103 as

requested by the applicant (see Attachment #H). Therefore, staff recommends that condition no. 103 read as follows; added text is denoted in underline:

“With the exception of deliveries associated with alcoholic beverages, deliveries associated with parcel 1 shall only be within the loading and unloading area in the rear of the building on parcel 1 and shall only occur from 6:00 a.m. to 7:30 a.m., 9:00 a.m. to 4:00 p.m. and 6:00 p.m. to 10:00 p.m. Monday through Friday. Deliveries (inclusive of alcohol) may be permitted from 6:00 a.m. to 10:00 p.m. Saturday and Sunday. However, deliveries on any day shall be completed by 10:00 p.m.”

- 7) Community Workshop:** On May 7, 2009, the applicant mailed notices of the Community Workshop meeting to all property owners within the College Estates, College Park and American Pacific Homes Neighborhoods. The City also posted such notice on the project site with a brief description of the project and contact information. The Community Workshop was conducted on May 18, 2009. Two members of the public attended this meeting and expressed concerns with the proposed outdoor display areas and change in delivery hours. Their opinion was that the applicant should adhere to the original conditions of approval. Additionally, as a result of the community workshop and public hearing notice signs posted on the project site, staff has received approximately eight phone calls and three members of the public have reviewed the project request at the public counter. All have been opposed to the applicant's proposed outdoor display areas and mixed opinions have been received pertaining to the increase in delivery hours.
- 8) Appeal Procedure:** In accordance with Section 16-545 of the City Code, the Planning Commission's action may be appealed to the City Council within 18 days after the decision date. Appeal forms may be obtained from the City Clerk and must be submitted with the appropriate fees before the end of the appeal period.

Attachments:

- A. Maps (Vicinity, General Plan, Zoning)
- B. Notice of Exemption
- C. Applicant proposed outdoor display areas
- D. Photosimulations of applicant proposed outdoor display areas (3 sheets)
- E. Police Department letter of objection
- F. City proposed outdoor display area and photosimulations
- G. April 24, 2009 correspondence from Bijou Beltran, Principal Channel Islands High School
- H. March 10, 2009 correspondence from Jason Samonte, Traffic Engineer, City of Oxnard

Prepared by: <u>KM</u> KM
Approved by: <u>SM</u> SM

RESOLUTION NO. 2009 – [PZ 09-550-02]

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 09-550-02 (MAJOR MODIFICATION TO SPECIAL USE PERMIT NO. 07-500-14), TO ALLOW ONE OUTDOOR DISPLAY AREA AND EXPANDED DELIVERY HOURS AT FRESH AND EASY NEIGHBORHOOD MARKET LOCATED AT 1750 E. CHANNEL ISLANDS BOULEVARD (APN 221-0-232-515) SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY CHURCHYARD DEVELOPMENT, LLC., 2225 GLASTONBURY ROAD, WESTLAKE VILLAGE, CA 91361.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for a Major Modification to Planning and Zoning Permit No. 07-500-14, filed by Churchyard Development, LLC., in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, Section 15301 of Title 14 of the California Code of Regulations exempts the project from the requirement for the preparation of environmental documents imposed by the California Environmental Quality Act; and

WHEREAS, approval of Major Modification No. 09-550-02 amends conditions of approval number 68, 100 and 103 within Resolution No. 2008-18; and

WHEREAS, the Planning Commission finds, after due study, deliberation and public hearing, that the following circumstances exist:

1. The proposed use is in conformance with the General Plan and other adopted policies of the City of Oxnard.
2. The proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings or structures or to the public health, safety or general welfare.
3. The site for the proposed use is adequate in size and shape to accommodate the setbacks, parking, landscaping, and other City standards.
4. The site for the proposed use will be served by streets and highways adequate in width and structure to carry the kind and quantity of traffic such use will generate.
5. The site for the proposed use will be provided with adequate sewerage, water, fire protection and storm drainage facilities.

WHEREAS, the Planning Commission finds that the applicant agrees with the necessity of and accepts all elements, requirements, and conditions of this resolution as being a reasonable manner of preserving, protecting, providing for, and fostering the health, safety, and welfare of the citizenry in general and the persons who work, visit or live in this development in particular.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby approves this permit subject to the following conditions. The decision of the Planning Commission is final unless appealed in accordance with the provisions of Section 16-545 of the Oxnard City Code.

**STANDARD CONDITIONS OF APPROVAL
FOR LAND USE PERMITS**

Note: The abbreviations below identify the City department or division responsible for determining compliance with these standard conditions. The first department or division listed has responsibility for compliance at plan check, the second during inspection and the third at final inspection, prior to issuance of a certificate of occupancy, or at a later date, as specified in the condition. If more than one department or division is listed, the first will check the plans or inspect the project before the second confirms compliance with the condition. The italicized code at the end of each condition provides internal information on the source of each condition: Some are standard permit conditions (e.g. *G-1*) while some are taken from environmental documents (e.g. *MND-S2*).

DEPARTMENTS AND DIVISIONS			
CA	City Attorney	PL	Planning Division
DS	Dev Services/Eng Dev/Inspectors	TR	Traffic Division
PD	Police Department	B	Building Plan Checker
SC	Source Control	FD	Fire Department
PK	Public Works, Landscape Design	CE	Code Compliance

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning and Environmental Services Division (“Planning Division”), and may not be transferred from one property to another. (PL, *G-1*).
2. By commencing any activity related to the project or using any structure authorized by this permit, Developer accepts all of the conditions and obligations imposed by this permit and waives any challenge to the validity of the conditions and obligations stated therein. (CA, *G-5*)
3. Developer shall obtain a building permit for any new construction or modifications to structures, including interior modifications, authorized by this permit. (B, *G-11*)
4. Permit conditions associated with PZ 07-500-14 shall remain in force and effect except as amended within this resolution.

POLICE DEPARTMENT SPECIAL CONDITION

5. Condition no. 68 of Resolution No. 2008-18 is hereby amended to read as follows: “There shall be no deliveries of alcoholic beverages permitted during typical high school commuting hours. Specifically, deliveries of alcohol are prohibited between 7:30 a.m. and 8:30 a.m. and between 2:30 p.m. and 3:30 p.m. Monday through Friday (PD).”

PLANNING DEPARTMENT SPECIAL CONDITIONS

6. Condition no. 100 of Resolution No. 2008-18 is hereby amended to read as follows: "One outdoor display area is permitted on parcel 1 within the area immediately west of the cart storage area. The area shall be 4 feet 6 inches in width x 23 feet in length, shall be a maximum of 3 feet 9 inches in height and shall be located immediately adjacent to the building wall. The limits of the outdoor display area shall be delineated on the pavement; a 5 foot wide path of travel shall be provided in front of the outdoor display area at all times. No outdoor storage or box storage shall be permitted outside of the buildings on parcel 2."

7. Condition no. 103 of Resolution No. 2008-18 is hereby amended to read as follows: "With the exception of deliveries associated with alcoholic beverages, deliveries associated with parcel 1 shall only be within the loading and unloading area in the rear of the building on parcel 1 and shall only occur from 6:00 a.m. to 7:30 a.m., 9:00 a.m. to 4:00 p.m. and 6:00 p.m. to 10:00 p.m. Monday through Friday. Deliveries (inclusive of alcohol) may be permitted from 6:00 a.m. to 10:00 p.m. Saturday and Sunday. However, deliveries on any day shall be completed by 10:00 p.m."

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 18th day of June, 2009, by the following vote:

AYES: Commissioners

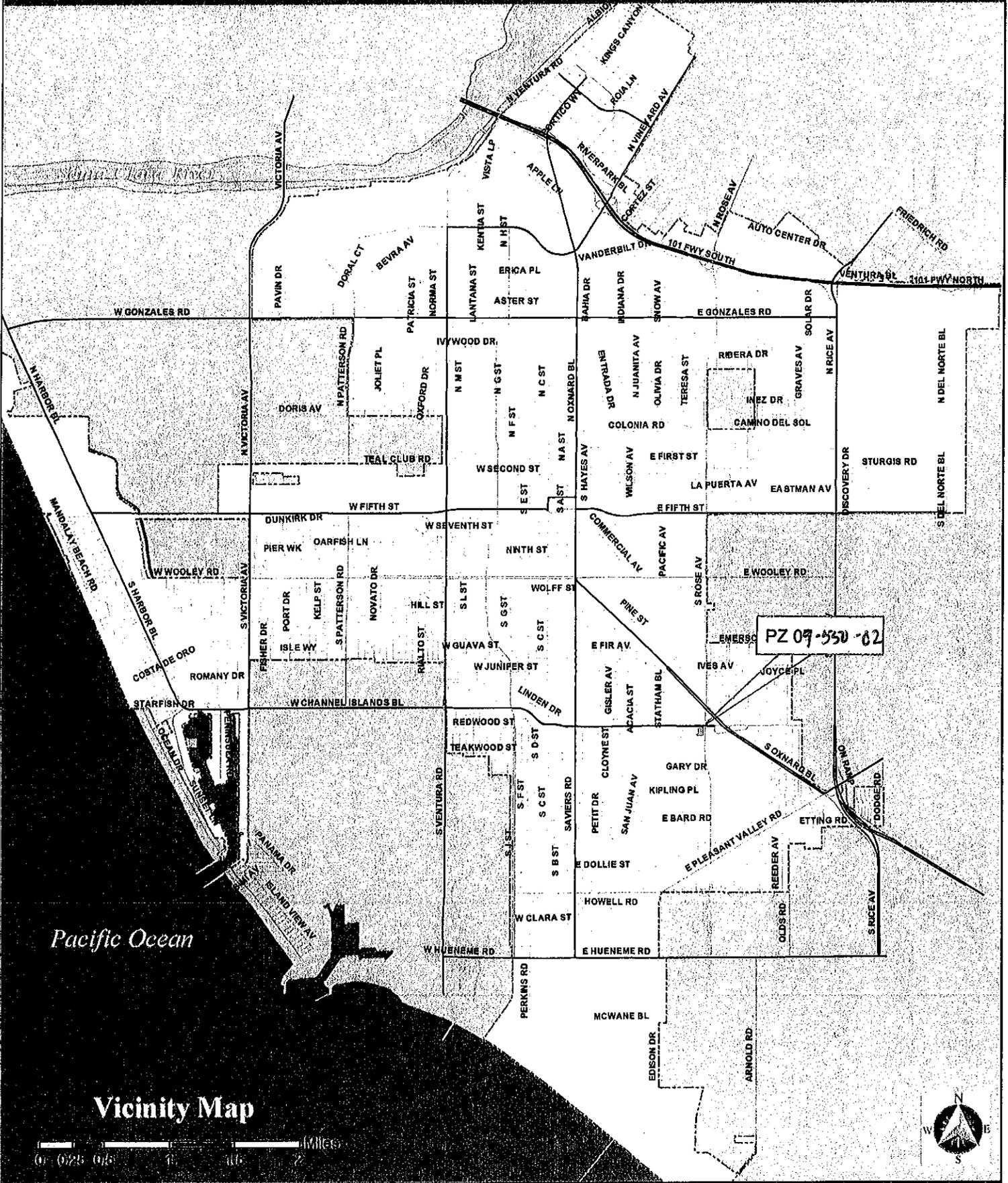
NOES: Commissioners

ABSENT: Commissioners

Deirdre Frank, Chair

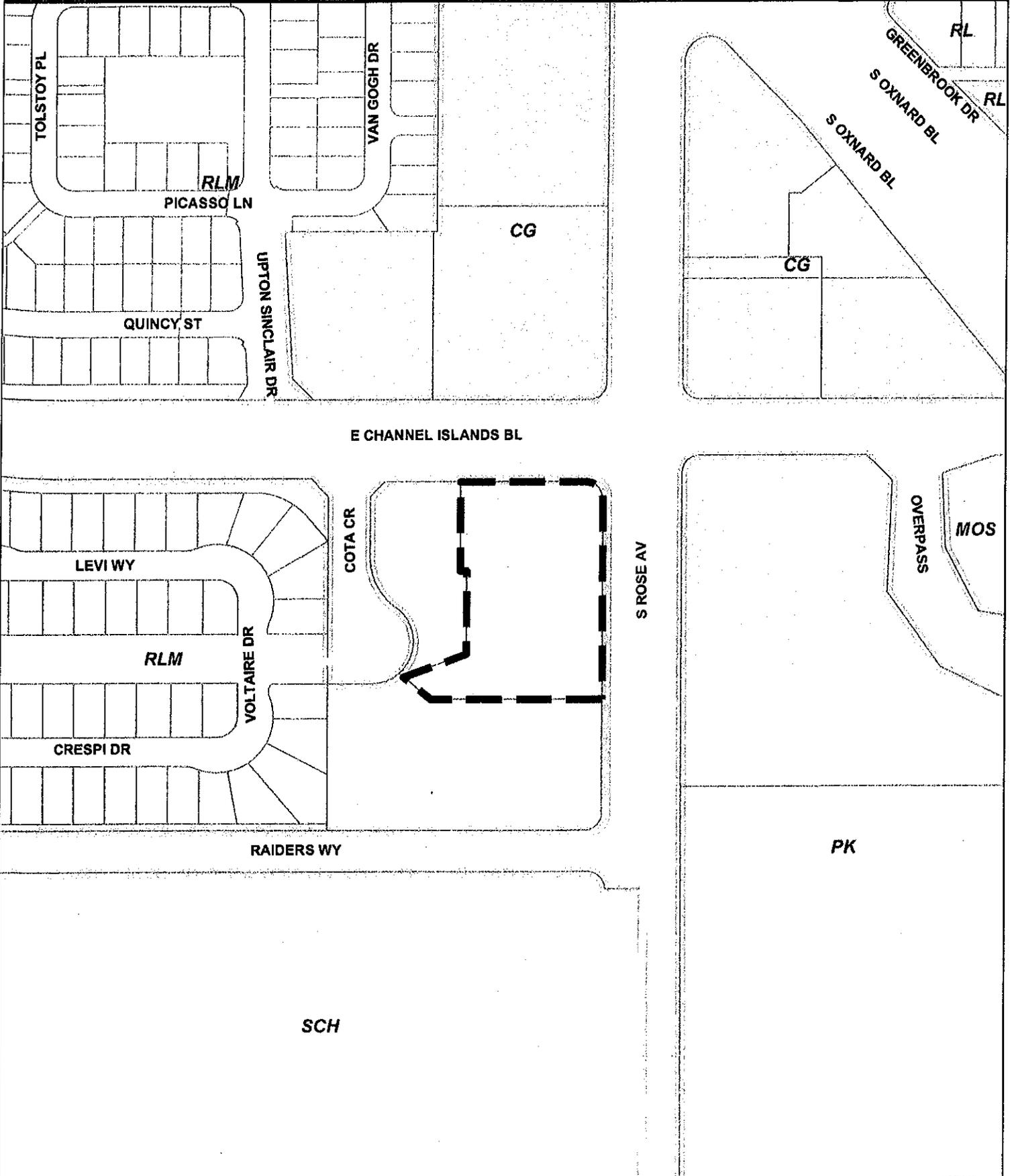
ATTEST: _____
Susan L. Martin, Secretary

ATTACHMENT A
MAPS
(VICINITY, GENERAL PLAN, AND ZONING)



PZ 09-550-02





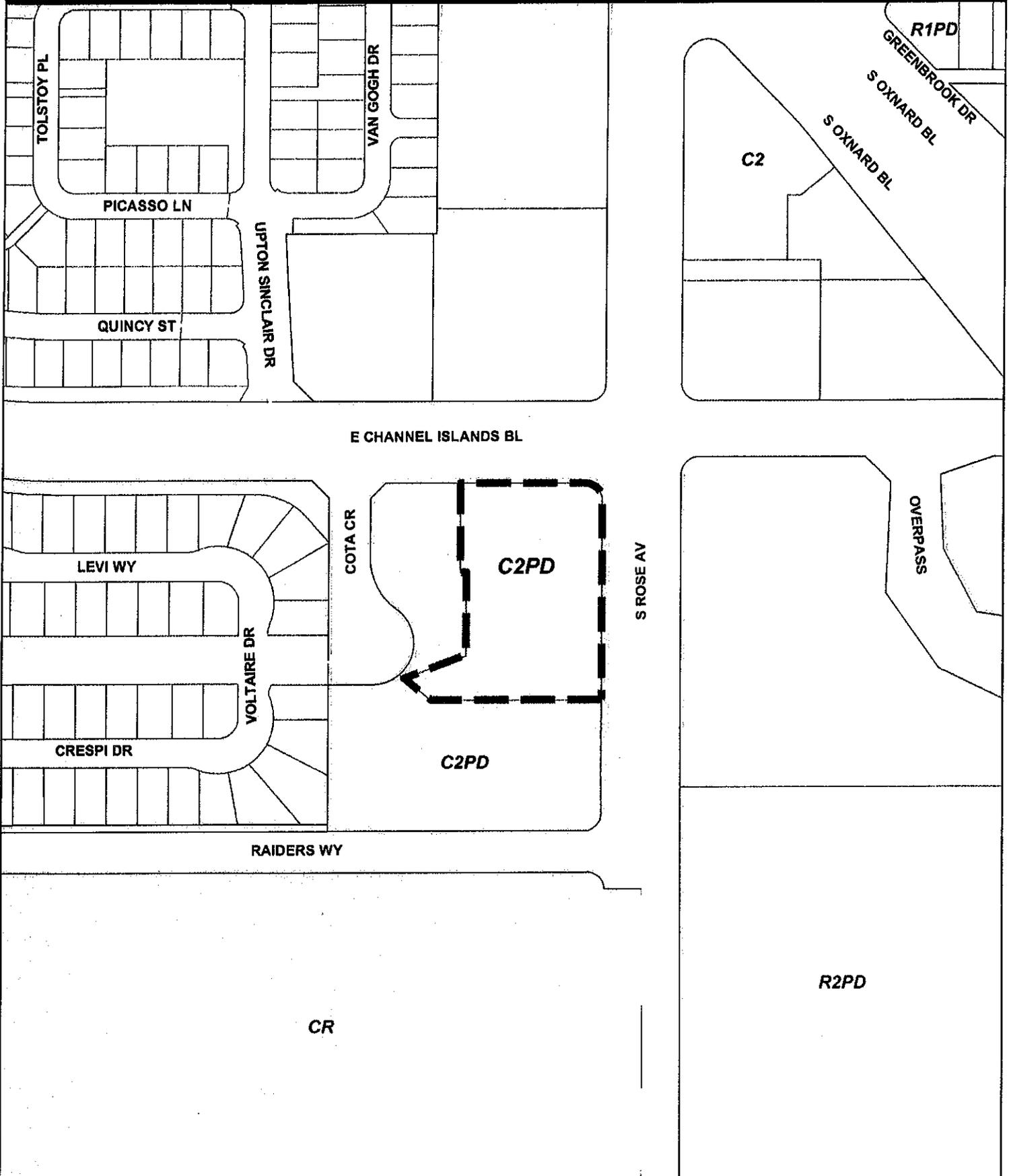
PZ 07-550-62
Location: 1750 E Channel Islands Bl
APN: 2221023254
Fresh & Easy

0 37.575 150 225 300 Feet

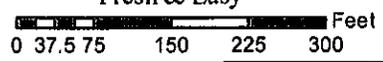
General Plan Map



Zone Map



PZ 09-556-02
Location: 1750 E Channel Islands Bl
APN: 221023254
Fresh & Easy



Zone Map



1:2,232

ATTACHMENT B
NOTICE OF EXEMPTION



NOTICE OF EXEMPTION

Project Description:

PLANNING AND ZONING PERMIT NO. 09-550-02 (Major Modification to Special Use Permit No. 07-500-14), an amendment to conditions of approval to allow two outdoor display areas and deliveries up until 10:00 p.m. Monday through Sunday at Fresh and Easy Neighborhood Market, located at 1750 E. Channel Island Boulevard.

Finding:

The Planning Division of the Development Services Department of the City of Oxnard has reviewed the above proposed project and found it to be exempt from the provisions of the California Environmental Quality Act (CEQA).

- Ministerial Project
- Categorical Exemption
- Statutory Exemption
- Emergency Project
- Quick Disapproval [CEQA Guidelines, 14 Cal. Code of Regs. 15270]
- No Possibility of Significant Effect [CEQA Guidelines, 14 Cal. Code of Regs. 15061(b)(3)]

Supporting Reasons: In accordance with the California Environmental Quality Act Guidelines and Section 15332 of the California Code of Regulations, projects involving small structures may be found to be exempt from the requirements of CEQA. The proposed project is consistent with the Commercial Retail specific plan land use designation and existing Commercial: Specialized General Plan designation; is within the city limits on a small portion of a 17-acre parcel; has no value as a habitat for endangered, rare or threatened species; would not result in any significant effects relating to traffic, noise, air quality or water quality; and all required utilities and public services are available to serve this site. Therefore, staff has determined that there is no substantial evidence that the project may have a significant effect on the environment.

(Date)

Susan L. Martin, AICP
Planning Division Manager

ATTACHMENT C

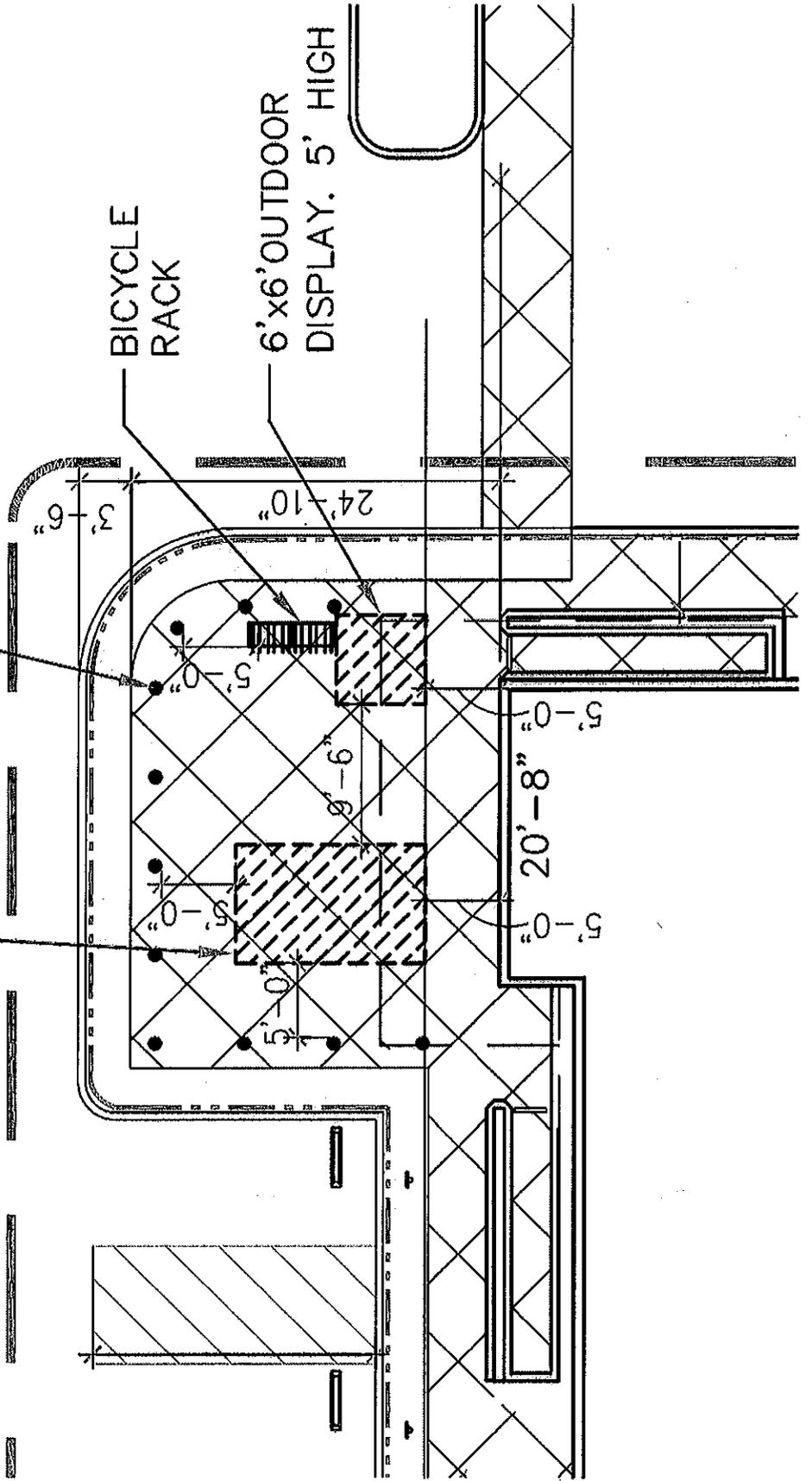
APPLICANT PROPOSED OUTDOOR DISPLAY AREAS

CONCRETE
BOLLARD - SEE
DETAIL 07/SP4
(TYP.)

8'x12'-6" OUTDOOR
DISPLAY, 5' HIGH

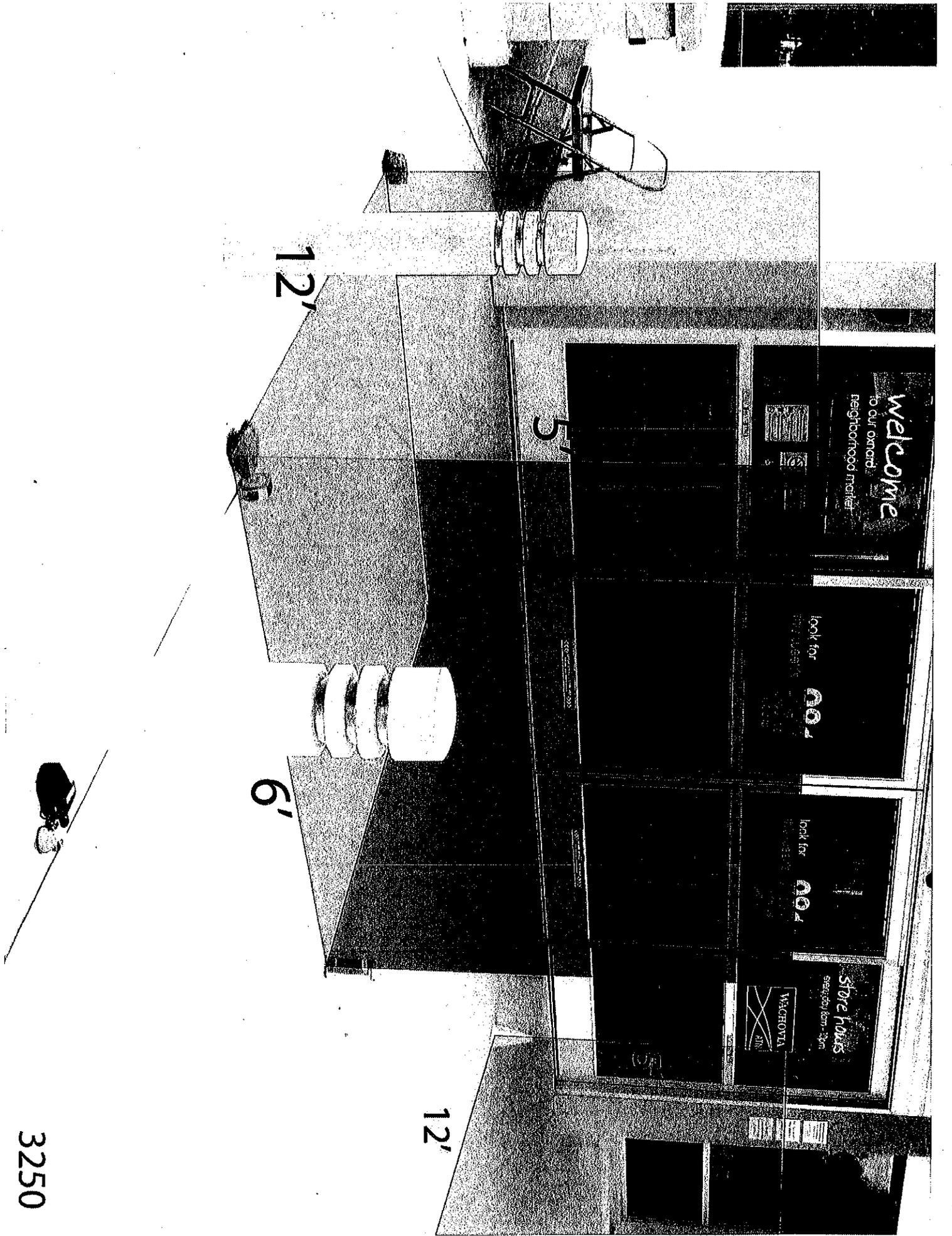
BICYCLE
RACK

6'x6' OUTDOOR
DISPLAY, 5' HIGH

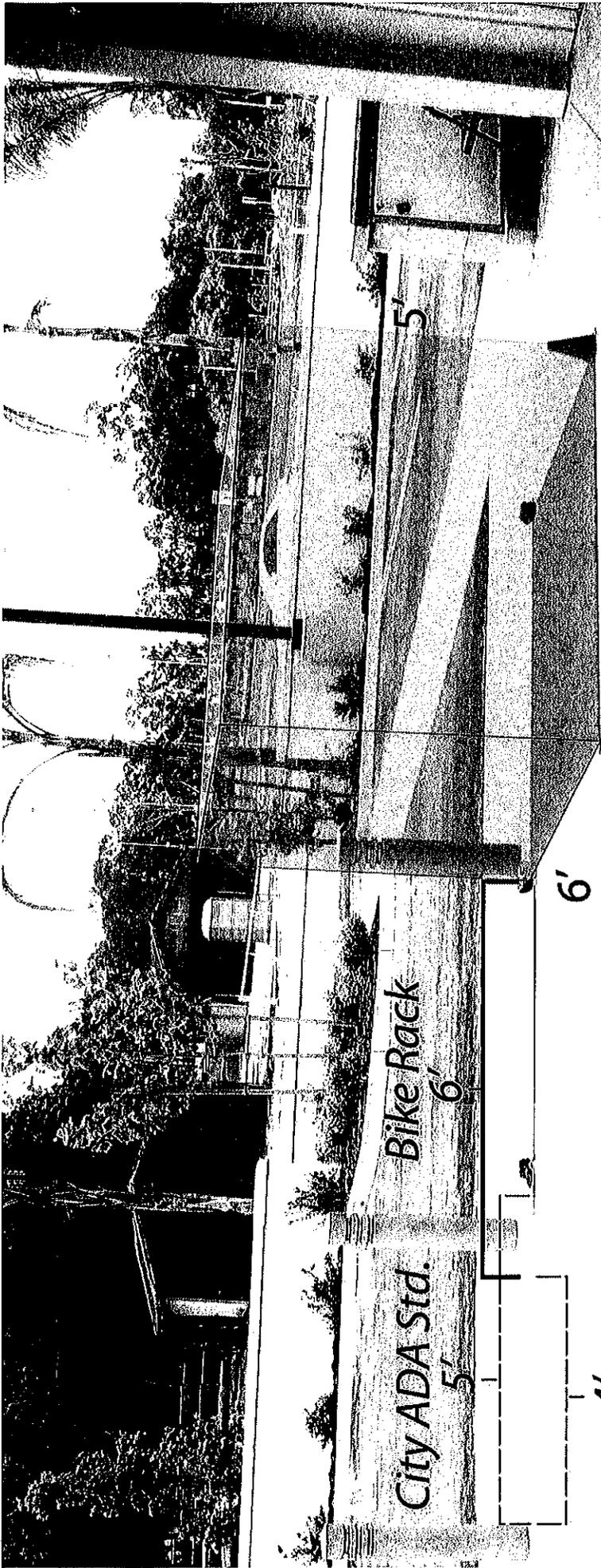


ATTACHMENT D

**PHOTOSIMULATIONS OF APPLICANT PROPOSED OUTDOOR DISPLAY
AREAS (3 SHEETS)**



3250



City ADA Std.

5'

4'

Bike Rack

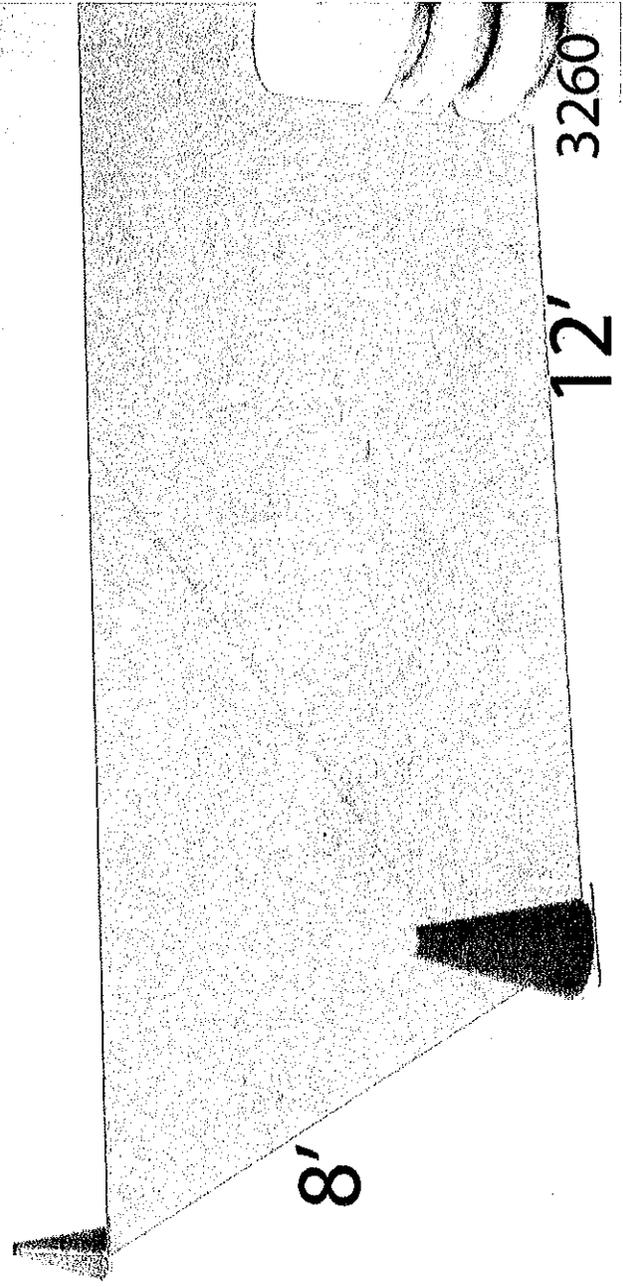
6'

6'

6'

6'

Min. ADA Rqd.



8'

12'

3260

Lession
& easy

MAINTENANCE



WELCOME

STAIRS

ATTACHMENT E

POLICE DEPARTMENT LETTER OF OBJECTION



Police Department
John Crombach, Chief of Police

May 28, 2009

To: Kathleen Mallory, AICP Planner

From: Cliff Waer, Senior Alcohol Compliance Officer

Subject: 2800 Block S. Rose Ave. (Fresh and Easy) **Re: PZ 07-500-14**

I have reviewed the request by Fresh and Easy to modify certain conditions on their Special Use Permit. Specifically, they have requested to be permitted to have outdoor displays of certain food and beverage products along with various seasonal items. These displays are described as being stacks of items that would be approximately five feet in height and are to be placed on the sidewalks directly in front of the windows.

The Police Department is generally opposed to any outdoor displays of products for many reasons. First, and perhaps most importantly, is that large outdoor displays obstruct the clear view of activity in and around the business. This is especially problematic when the business also sells alcoholic beverages and loitering around the premises is highly undesirable.

In the initial Police Department review of the Special Use Permit to sell alcoholic beverages, we directly addressed the need to have a clear, unobstructed view from the interior to the exterior and vice versa. This is to allow employees the best opportunity to monitor the activity outside and allow a clear view to the inside so that officers may be able to better observe if problems are occurring inside. Specifically, we recommended the following conditions:

1. Any signs, advertisements or decorations placed upon the windows shall not exceed 20% of the overall window area. Additionally, there shall be no other obstructions placed near the windows that exceed 20% of the overall viewing area including gondola display racks, stored products, shades or blinds.
2. Permittee shall regularly police the area under Permittee's control (including the rear of the business) in an effort to prevent the loitering of persons about the premises.

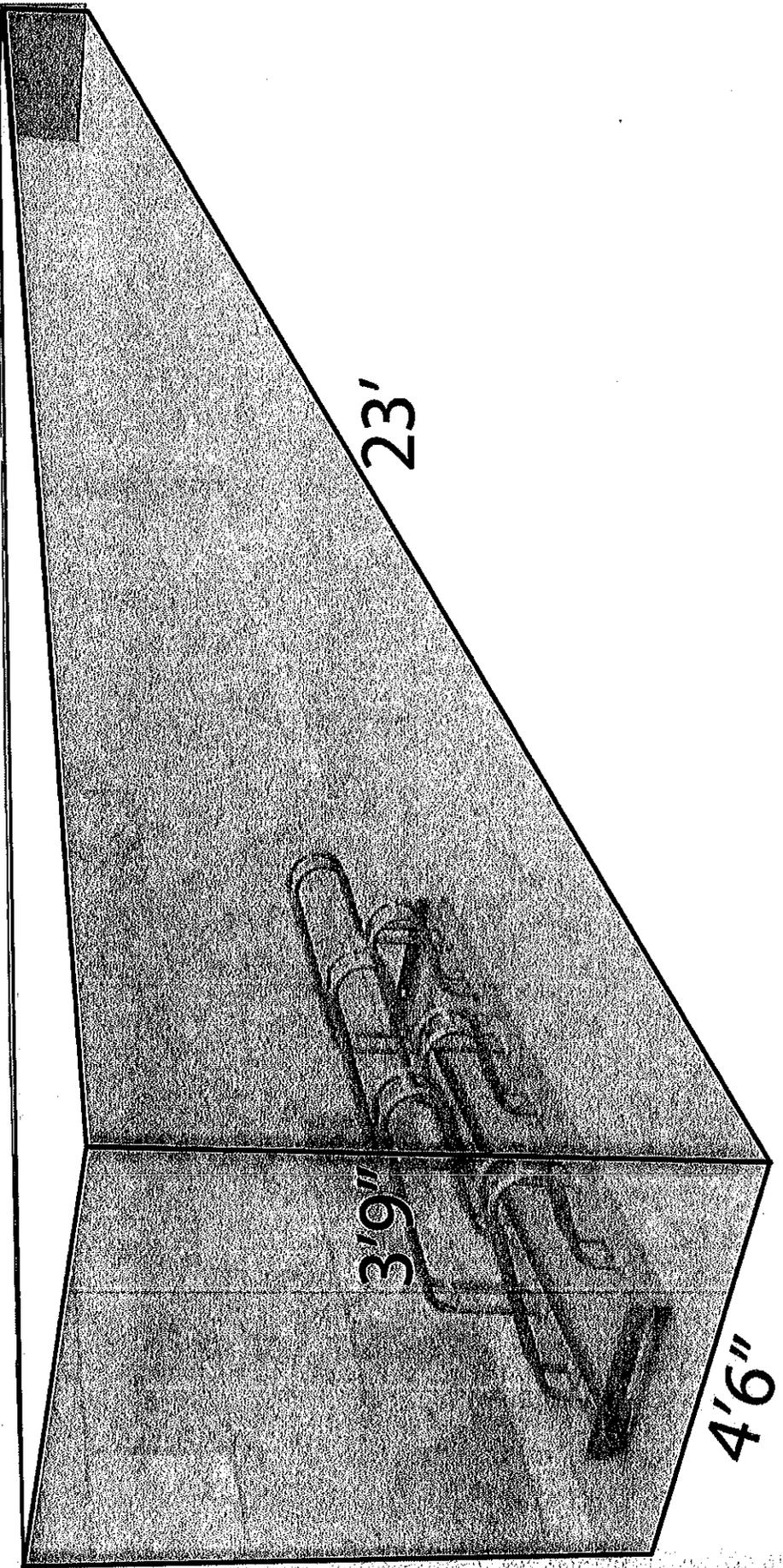
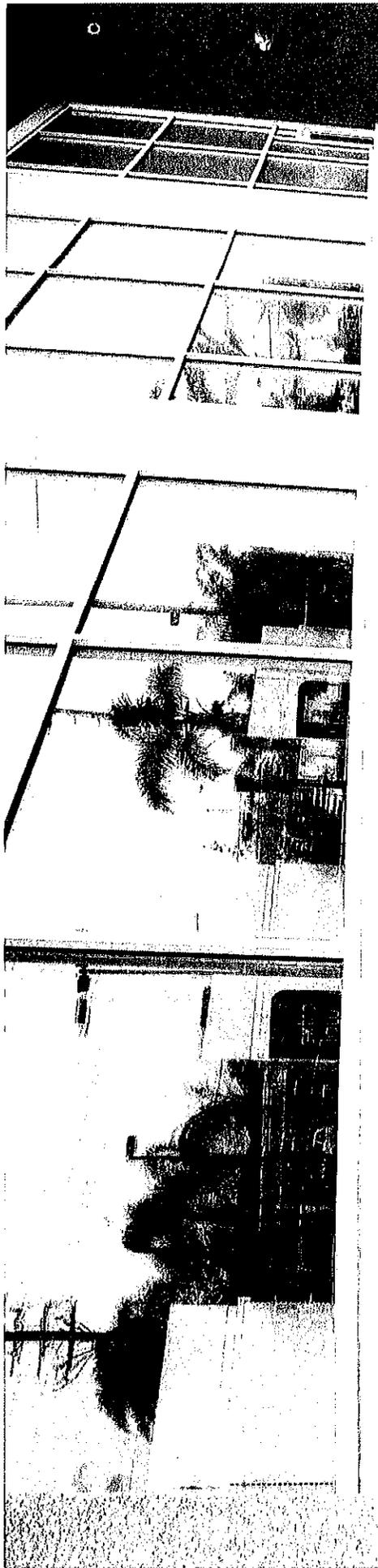
In addition to visibility issues, unsecured products that are stored outdoors are often an easy target for theft. Typically, employees are not stationed outside to monitor the items and creating an environment that is inviting for opportunistic criminals should be avoided.

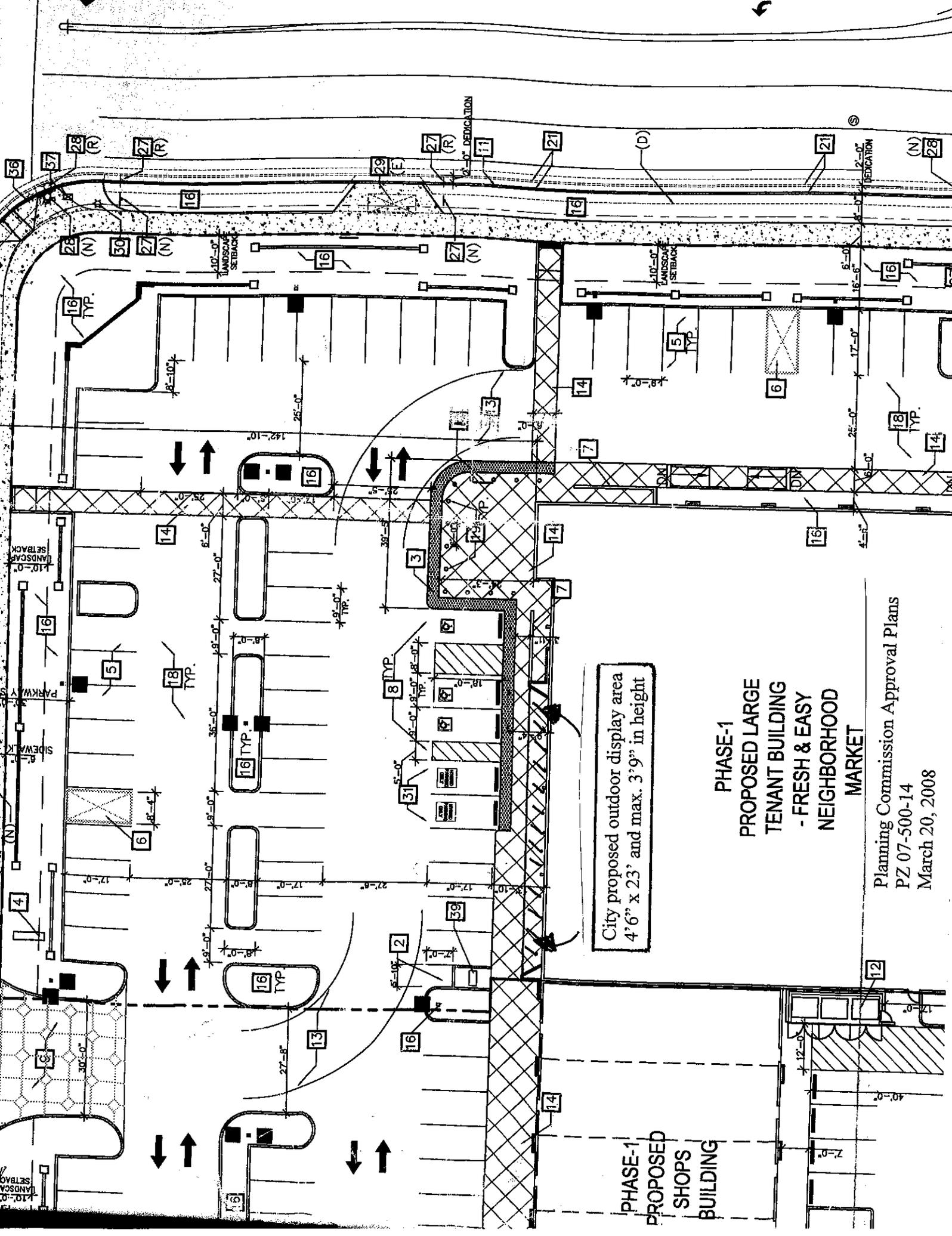
Lastly, poorly arranged displays can often create unsafe conditions for the pedestrians. Oftentimes, displays become cluttered or untidy as customers rummage through the products. Unchecked, this can create a hazardous situation for the pedestrians as they try and maneuver around the items and avoid tripping. Customers may be forced to walk around such displays by stepping into the drive lanes which causes an obvious conflict with traffic.

For these reasons, the Police Department recommends that any outdoor display be carefully regulated to reduce the likelihood for problems and ensure the easy, unobstructed view around the premises. Low-lying stacks of products that do not cover any window viewing area may be acceptable as long as the displays are limited to areas that do not conflict with safe pedestrian travel. The Police Department also recommends that the business develops a security plan to reduce the likelihood for thefts when products are stored outdoors. Designating a specific employee to monitor the displays or having CCTV directed to the storage areas is highly recommended.

ATTACHMENT F

CITY PROPOSED OUTDOOR DISPLAY AREA (2 SHEETS)





City proposed outdoor display area
 4'6" x 23" and max. 3'9" in height

**PHASE-1
 PROPOSED LARGE
 TENANT BUILDING
 - FRESH & EASY
 NEIGHBORHOOD
 MARKET**

**PHASE-1
 PROPOSED
 SHOPS
 BUILDING**

Planning Commission Approval Plans
 PZ 07-500-14
 March 20, 2008

ATTACHMENT G

**APRIL 24, 2009 CORRESPONDENCE FROM BIJOU BELTRAN, PRINCIPAL
CHANNEL ISLANDS HIGH SCHOOL**



Channel Islands High School

*1400 Raiders Way
Oxnard, California 93033
(805) 385-2745*

April 24, 2009

Kathleen Mallory
City of Oxnard
214 South C Street
Oxnard, CA 93030

Re: Major Modification to Planning and Zoning Permit #07-500-14
Special Use Permit for Alcohol Sales Fresh & Easy Neighborhood Market

Dear Ms. Mallory:

This letter is being written in support of Parker Fendler's letter of March 5, 2009, on behalf of Evergreen Real Estate Development and the Fresh & Easy Neighborhood Market located across the street from Channel Islands High School.

Having read said letter, I called Mr. Fendler and asked a few questions about the rewording of Condition #68 and Condition #103. I was assured in said phone conversation that Condition #68 supersedes Condition #103 at all times and that alcohol deliveries will be strictly forbidden during the commuting hours of students and their families [specifically 7:30 to 8:30 a.m. and 2:30 to 3:30 p.m. Mondays through Fridays].

On behalf of Channel Islands High School, I appreciate the level of concern delegated by the City of Oxnard and Mr. Fendler in ensuring all conditions promoting safety and responsibility are upheld.

If you have any further questions or concerns, please feel free to contact me at my office.

Sincerely,

Bijou S. Beltran

Bijou S. Beltran
Principal

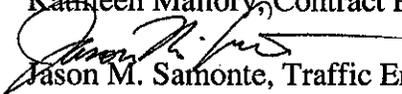
ATTACHMENT H

**MARCH 10, 2009 CORRESPONDENCE FROM JASON SAMONTE, CITY
TRAFFIC ENGINEER**



March 10, 2009

TO: Kathleen Mallory, Contract Planner

FROM:  Jason M. Samonte, Traffic Engineer

SUBJECT: **Delivery trucks on City Streets during Peak Periods**

**M
E
M
O**

Traffic on City Streets is heaviest during the peak periods. These peak periods typically occur between the morning hours of 7 AM and 9 AM and the evening hours of 3 PM and 6 PM. During these time periods traffic at major intersections such as the intersection of Channel Islands Boulevard and Rose Avenue can degrade to a Level Of Service (LOS) below C. City policy states that all intersections must operate at LOS C or better at all times, this includes Peak Periods. Because Channel Islands Boulevard and Rose Avenue is close to Channel Islands High School it experiences heaviest traffic in the morning during school admittance times. In the evening traffic counts indicate traffic is heaviest between 4 PM and 6 PM.

In an effort to minimize development impacts along Rose Avenue and Channel Islands Boulevard, commercial deliveries must be avoided during the morning Peak Period of 7:30 AM and 9 AM and the evening Peak Period of 4 PM and 6 PM. Commercial deliveries can occur after 6 PM.

Please contact me at extension 7872 if you have any further questions regarding this matter.

JMS:jms