



Planning Division

PLANNING COMMISSION STAFF REPORT

TO: Planning Commission

FROM: Linda Windsor, Associate Planner

DATE: January 4, 2006

SUBJECT: Planning and Zoning Permit No. 06-500-9 (Special Use Permit)

1. **Recommendation:** That the Planning Commission adopt a resolution approving Planning and Zoning Permit No. 06-500-9 (Special Use Permit), a request to hold small group meetings on weekday evenings and Sundays in an existing building located at 2370 Eastman Avenue, Suite 104.
2. **Project Description and Applicant:** Request to hold small group church meetings on weekday evenings and Sundays in an existing building located at 2370 Eastman Avenue, Suite 104, within the Northfield-Seagate Specific Plan Area, on property zoned M-1 (Light Industrial). The project includes a request for Administrative Relief to decrease the number of required parking spaces in accordance with Section 16-651 (B) (4) of the Oxnard City Code. Filed by Calvary Chapel of Oxnard, 1925 Eastman Ave, Oxnard CA 93030.
3. **Existing Land Use:** The site is located within an improved 4-building light industrial development. Other tenants in the buildings include a variety of light industrial uses.
4. **General Plan Policies and Land Use Designation Conformance:** The General Plan Land Use Designation for this property is Industrial: Light. According to the Land Use Element of the General Plan: "Light industrial uses include manufacturing uses where the principal activity occurs within a building... Uses must follow high development and performance standards." The subject site is within the Northfield-Seagate Business Park Specific Plan Area, which was adopted to guide the orderly development of industrial uses within this area, consistent with the General Plan Designation. Zoning of the subject site is Light Industrial, and according to Table V-11 of the General Plan, this zoning designation is consistent with the "Industrial: Light" General Plan designation.
5. **Environmental Determination:** Planning Division staff has determined that the proposed project is exempt from environmental review under Section 15061 (b) (3) of the

CEQA Guidelines. This exemption states that when it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the project is not subject to the California Environmental Quality Act (see Attachment B, Notice of Exemption). No construction-based impacts would occur as a result of this project because the proposal does not involve construction of new buildings or other facilities. Based upon a review of the project's traffic and air quality impacts using the Urbemis Air Quality Model, the proposed project would generate fewer trips per day (and subsequent vehicle emissions) than if industrial uses occupied this building area. In addition, traffic generated by the proposed meetings would not coincide with daytime weekday traffic, since the proposed meetings would be in the evening (i.e. after the Monday through Friday morning and afternoon peak traffic hours) and on Sunday. The project would therefore not have any operational impacts.

6. Surrounding Zoning and Land Uses:

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
Project Site	M-1	Industrial: Light	Miscellaneous light industrial uses
North	M-1	Industrial: Light	Miscellaneous light industrial uses
South	County	Agriculture	Active row crops
East	M-1	Industrial: Light	Miscellaneous light industrial uses
West	M-1	Industrial: Light	Miscellaneous light industrial uses

7. Analysis:

- a) **General Discussion:** The applicant requests a special use permit to conduct small group meetings on weeknights and Sundays in 5000 square feet of an existing 14,000 square foot industrial building. Churches are conditionally permitted uses in the M-1 zone. The building is located in the southeast quadrant of the site. The proposed meetings are in addition to services held at the church (1925 Eastman Avenue), approximately one-third mile west of the subject site.

The meetings would be at the following times:

Weeknights after 5 p.m. (once per week):

- Junior high youth group. All members are dropped off by their parents with up to six adults supervising. Six parking spaces required for the adults.
- High school youth group (not the same night as junior high): 36-37 of the 40 youth attending are dropped off by parents; up to six adults supervising. Six to ten parking spaces required

Weeknights after 5 p.m. (once per month):

- Adult meeting (church "elders"); approximately 12 adults (not on same night as either the junior high or high school groups). Up to 12 parking spaces required.

Sunday morning

- Youth group meeting (Junior high age students dropped off by parents; three to four of the 36 to 40 high school age students drive; and up to seven adults supervise and require parking. Up to 11 parking spaces required.

- Adult meeting (“Foundations” Class; twice per year for eight consecutive weeks; approximately 10-15 adults (couples driving together) plus instructors.
 Approximately 9 parking spaces required

During normal business hours, only the offices and storage rooms would be used. According to the Parking Study prepared by the applicant and approved by the City Traffic Engineer, 3 parking spaces are required during normal business hours.

- b) **Relevant Project and Property History, Related Permits:** This building is one of four buildings on a 5.26-acre site. The development was approved under Planning & Zoning Permit No. 01-500-8 (Development Design Review) on February 20, 2002. The overall project consists of 56,000 square feet of light industrial building area evenly distributed among the four buildings, along with parking and on-site circulation, landscaping and utility structures. The other three buildings and the remaining 9000 square feet of this building would continue to be used for other types of light industrial uses.
- c) **Zoning Compliance:** The four buildings, the parking layout and site improvements comply with current zoning standards. The applicant is not proposing any changes to the exterior of the building or the site.
- d) **Site Design Analysis:** No changes are proposed to the site.
- e) **Parking Analysis:** The land use mix for the overall project was approved under Planning & Zoning Permit No. 01-500-8 as 50% office, 30% manufacturing and 20% warehouse, with parking provided to accommodate uses in this proportion. The table below shows that the overall project has more than enough parking spaces to support the approved land use mix:

USE TYPE	SQUARE FT BY USE TYPE	PARKING REQUIRED	PARKING PROVIDED	COMPLIES?
Office	28,000	112		
General Industrial	16,800	34		
Warehouse	11,200	11		
		157	260	Yes

Based upon the parking study (Attachment B) prepared for the church’s 5000 square foot lease area, the table below shows that the site has more than adequate parking to support the existing land use mix and the church’s parking needs as requested.

USE TYPE	SQUARE FT (BY USE TYPE)	PARKING REQUIRED	PARKING PROVIDED	COMPLIES?
Office	25,500	102		
General Industrial	15,300	31		
Warehouse	10,200	10		
Church	5,000	20		
		163	260	Yes

The 5,000 square feet of building area leased by the church is 8.9% of the 56,000 square feet of the overall project (5000 square feet / 56,000 square feet = 0.089 = 8.9%). The church would therefore be allocated 23 parking spaces (8.9% of the 260 parking spaces provided.). This number exceeds the maximum number of parking spaces that would be required at any one time, as demonstrated by the parking study. The City Traffic Engineer has reviewed the parking study and recommends approval of the proposed request, given the meeting times and number of attendees as described above. Staff has included a special condition specifying that the types of meetings that may be conducted and that these meetings may only be held on weekdays after 5 p.m. and on Sundays.

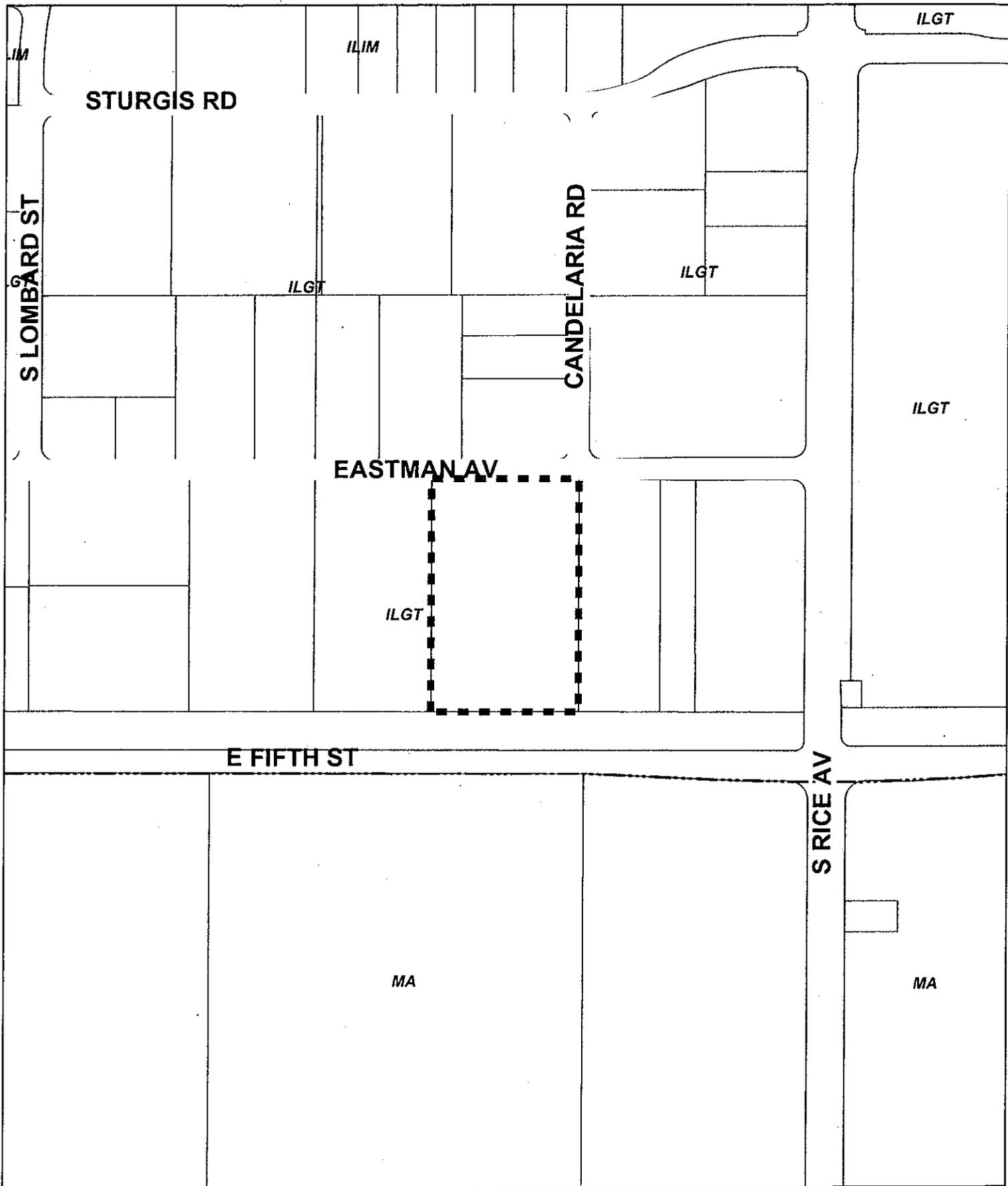
The applicant's original request (as described in the parking study) included conducting family functions on Saturday or Sunday. These functions would potentially have used both meeting rooms, creating a demand for up to 62 parking spaces. This would exceed the 23 spaces allocated for the church's lease area. To ensure parking spaces would be available on Sundays for this additional demand, the City Code allows the Planning Commission to approve a reduced number of parking spaces, provided the Church and the property owner sign an agreement restricting some of the existing businesses from operating on Saturdays and Sundays. The applicant has chosen to eliminate the weekend family functions from this Special Use Permit application.

8. **Development Advisory Committee (DAC) Consideration:** The DAC had no comments regarding this project.

9. **Attachments:**

- A. Maps (Vicinity, General Plan, Zoning)
- B. Parking Study (August 14, 2006)
- C. Reduced Project Plans
- D. Notice of Exemption
- E. Resolution

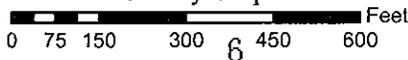
Prepared by: <u>LJW</u> LJW
Approved by: <u>SM</u> SM

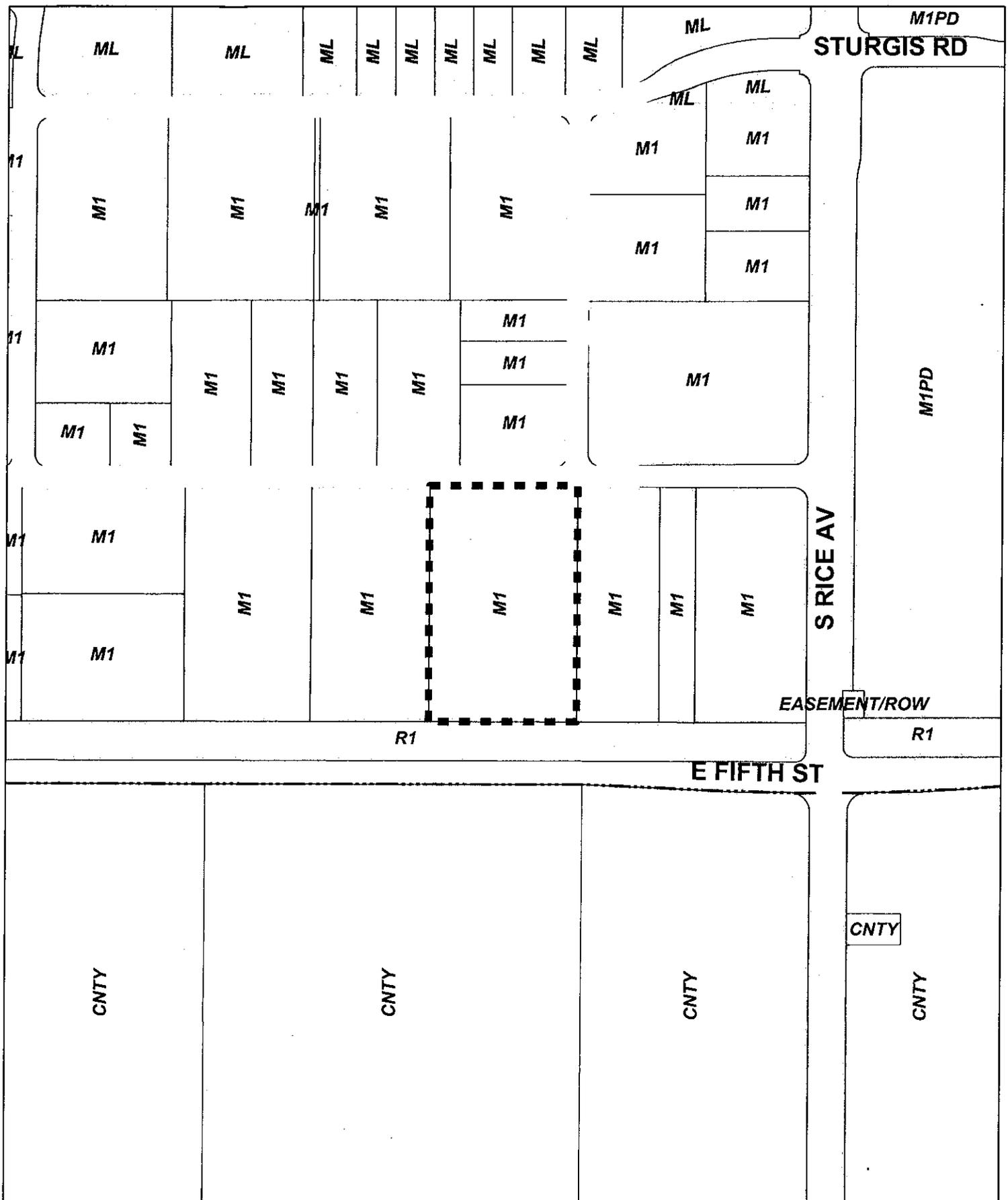


Oxnard Planning
December 19, 2006

General Plan Map

PZ 06-500-9
Location: 2370 Eastman Av.
APN: 216019308
Calvary Chapel





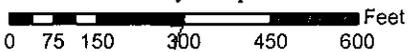
Zone Map

PZ 06-500-9

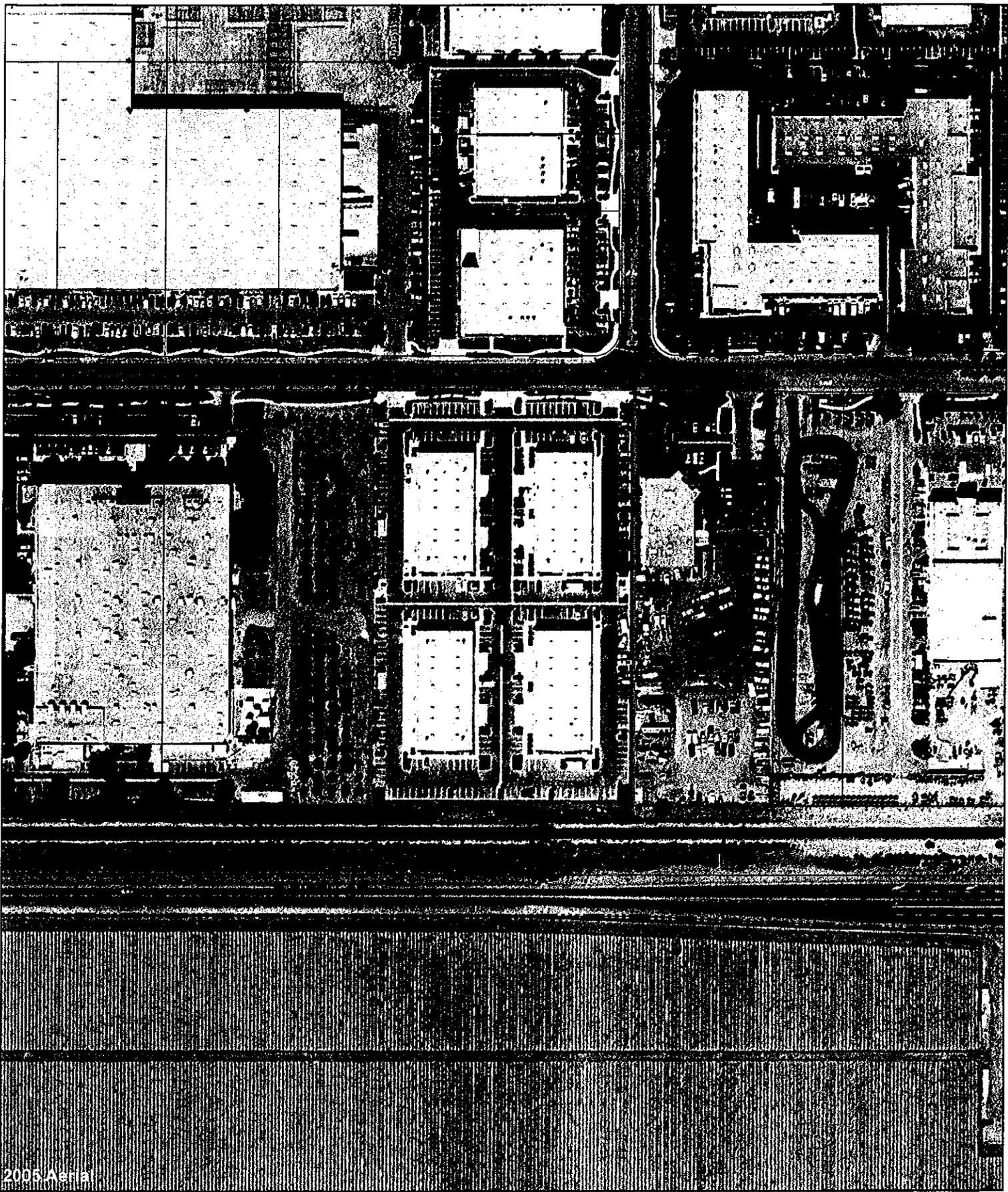
Location: 2370 Eastman Av.

APN: 216019308

Calvary Chapel



Oxnard Planning
December 19, 2006



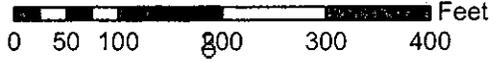
2006 Aerial

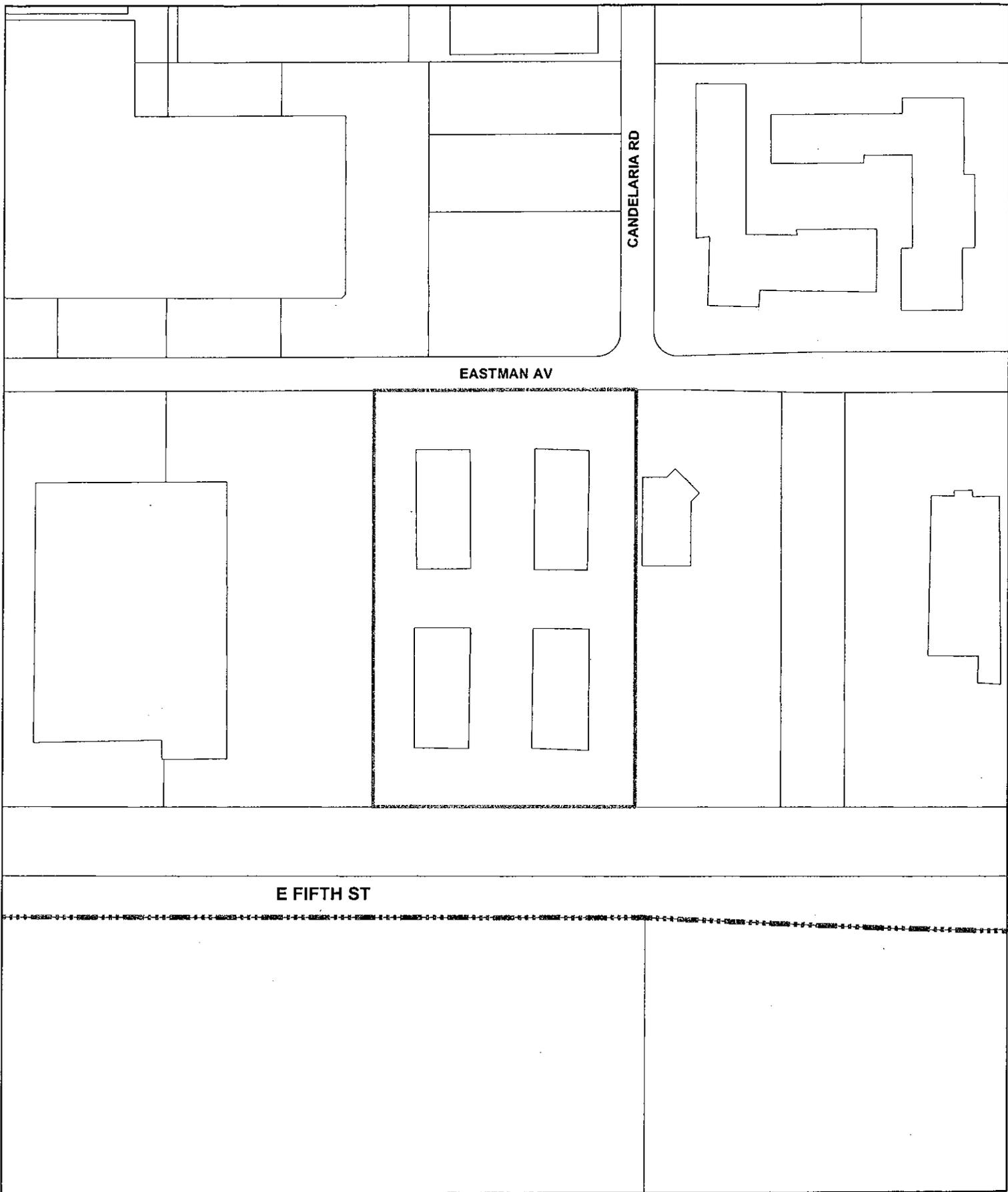


Oxnard Planning
December 19, 2006

Aerial Map

PZ 06-500-9
Location: 2370 Eastman Av.
APN: 216019308
Calvary Chapel





August 14, 2006



Mr. Charley Trigg
Associate Pastor
Calvary Chapel of Oxnard
1925 Eastman Avenue
Oxnard, CA 93030-5171

Subject: Shared Parking Study for 2370 Eastman Avenue

Dear Charley:

As requested, we have evaluated the potential for shared parking at your proposed facility at 2370 Eastman Avenue. This evaluation is provided to assist you in obtaining the necessary use permit from the City of Oxnard.

Project Description

The project consists of Suite Nos. 104, 108, and 110 at 2370 Eastman Avenue in Oxnard. The total area of these suites is approximately 5,000 square feet, which will be divided into three offices (481 square feet), a conference room (235 square feet), two storage rooms (1,399 square feet), restrooms, and a meeting room (1,920 square feet) with a maximum allowable occupancy of 128 people. The proposed floor plan is attached. Calvary Chapel anticipates various specific uses for the leased space, which are described as follows:

Weekday Business Hours (8:00-5:00)

Everything but the meeting room will be used during normal business hours.

Weekday Evenings (after 5:00)

- Youth meeting one evening with junior high school age youth. All youth of this age group are typically dropped off. Supervision consists of up to six adults.
- Youth meeting one evening with high school age youth. Attendance is currently about 40, of which all but perhaps three are dropped off. Supervision consists of up to six adults.
- Elders meeting one evening. These meetings consist of approximately 12 adults and do not occur on the same evenings as youth meetings.

Weekends

- Youth meeting on Sunday morning.
- Foundations meeting on Sunday morning. These meetings consist of 10-15 adults, mostly couples.

- Occasional family functions on Saturday or Sunday. These functions could potentially make maximum use of the meeting room and conference room.

Parking Evaluation

Parking Provided

The proposed use is located in Building 4, in the southeast quadrant of the site. Building 3 is located immediately west of Building 4. The site appears to be symmetrically designed, with four 14,000 square foot buildings and a symmetric parking layout. A site plan excerpt that shows the Building 4 vicinity is attached. The 64 parking spaces provided for Building 4 represent an atypically ample supply for a business park development. The proportion of this parking that corresponds to the proposed use may be calculated as $5,000 / 14,000 \times 64 = 23$ spaces.

Parking Required

If used at maximum capacity, the facility would require the following parking pursuant to the Municipal Code:

Use	Area (SF)	Required Parking
Offices ¹	481	2
Meeting Rooms ²	2,155	62
Storage Rooms ³	1,399	1
	Total	65

1 One space per 250 square feet

2 One space per 35 square feet

3 One space per 1,000 square feet

Actual Parking Needed

During normal business hours and weekday evenings, the 23 spaces will be more than needed because the large meeting room will not be used. The simultaneous youth meeting and foundations meeting on Sunday mornings will also likely generate a parking demand of less than 23 spaces.

However, a family function could potentially make full use of both meeting rooms and require significant additional parking. Assuming a total capacity of 143 people for both meeting rooms and an average vehicle occupancy of 2.5, the total peak parking demand would be 57 spaces, which is approximately the same as the 62 space parking requirement.

Because the parking demand in this business park will otherwise be very low on weekends, there will be ample parking available, even for family functions. However, the City of Oxnard will require an agreement between the landowners and tenants to ensure adequate shared parking and avoid disputes. Considering that access to the meeting rooms will be on the west and south sides

of the building, attendees may be expected to park primarily in the spaces between and to the south of Building Nos. 3 and 4. It may therefore be appropriate for the required agreement to encompass both buildings.

Conclusions and Recommendations

There will be more than adequate parking for the proposed use during weekday business hours and evenings, as well as typical weekends. Occasional family functions will generate substantially more parking demand, but will be limited to weekends, when the overall parking demand for the business park is very low. There will therefore be ample parking at these times also. Nevertheless, the City will require an agreement between the landowners and the tenants to ensure adequate parking. Recognizing that family function parking is likely to occur in the vicinity of Building Nos. 3 and 4, an agreement section similar to the following is recommended for consideration:

Notwithstanding anything to the contrary in Leases, Calvary Chapel and its employees, customers and persons attending Calvary Chapel functions may use up to 50% of the total parking spaces surrounding Building Nos. 3 and 4 on Lot jointly with other Tenants, on the conditions that parking associated with Calvary Chapel activities shall not exceed 23 spaces except on Saturdays and Sundays, and that parking associated with other Tenant activities shall not exceed 50% of the total parking spaces surrounding Building Nos. 3 and 4 on Saturdays and Sundays. To fulfill this condition, each Tenant will be limited, on Saturdays and Sundays, to 50% of the spaces that correspond to the Tenant's proportional share of parking for Building Nos. 3 and 4, which may be calculated as the ratio of the Tenant's gross building area to the total gross building area of Building Nos. 3 and 4.

If there are any questions regarding this evaluation, please feel free to contact me.

Sincerely,

INTERWEST CONSULTING GROUP



Mark Wessel, P.E.

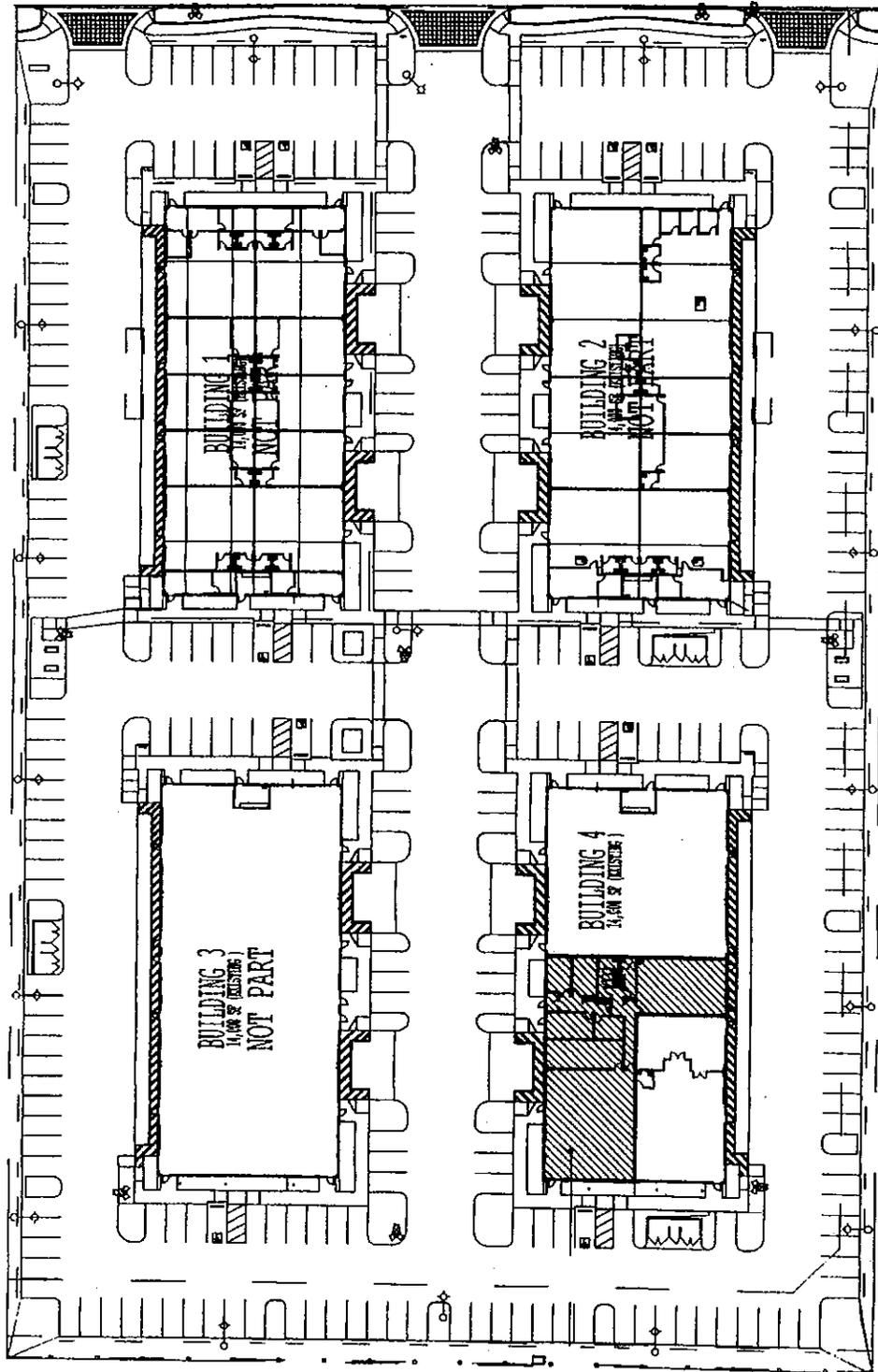
Copy: Linda Windsor, City of Oxnard
Edgar Hipolito, City of Oxnard

Attachments: Floor Plan
Building 4 Vicinity

060814 Calvary Chapel shared parking study.doc

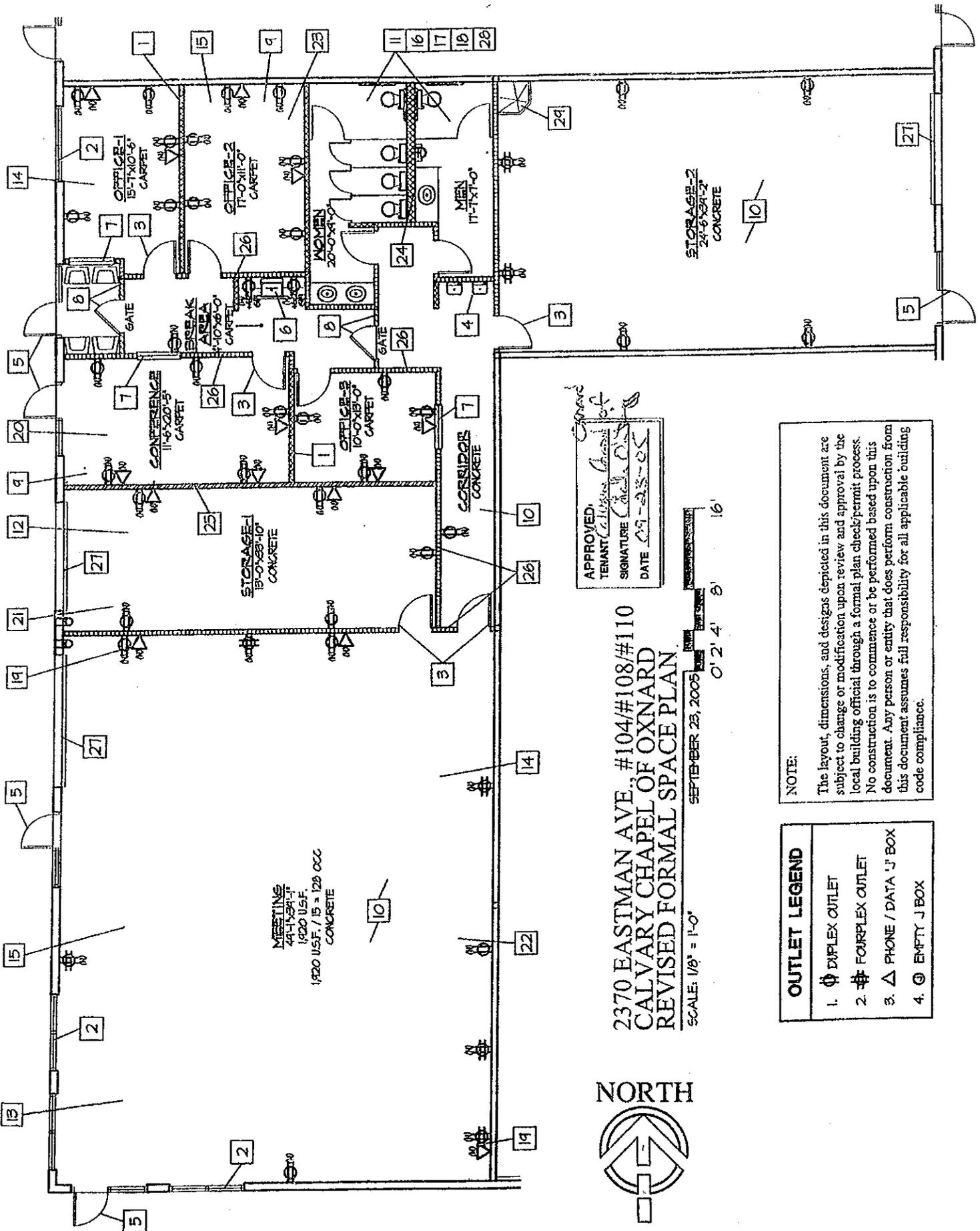


EASTMAN AVENUE



WEST FIFTH STREET





APPROVED:
 TENANT: *Calvary Chapel of Oxnard*
 SIGNATURE: *[Signature]*
 DATE: 09-23-05

2370 EASTMAN AVE., #104/#108/#110
 CALVARY CHAPEL OF OXNARD
 REVISED FORMAL SPACE PLAN.

SCALE: 1/8" = 1'-0"
 SEPTEMBER 23, 2005
 0' 2' 4' 8' 16'

NOTE:
 The layout, dimensions, and designs depicted in this document are subject to change or modification upon review and approval by the local building official through a formal plan check/permit process. No construction is to commence or be performed based upon this document. Any person or entity that does perform construction from this document assumes full responsibility for all applicable building code compliance.

OUTLET LEGEND	
1. Φ	DUPLEX OUTLET
2. Φ	FOURPLEX OUTLET
3. Δ	PHONE / DATA 'J' BOX
4. \odot	EMPTY 'J' BOX





NOTICE OF EXEMPTION

Project Description:

PLANNING & ZONING PERMIT NO. 06-500-9 (Special Use Permit) a request to hold church group meetings on weekday evenings and Sundays in an existing building located at 2370 Eastman Avenue, Suite 104, within the Northfield-Seagate Specific Plan Area, on property zoned M-1 (Light Industrial). The proposed project is exempt from environmental review under Section 15061 (b)(3) of the CEQA Guidelines. Filed by Calvary Chapel of Oxnard, 1925 Eastman Ave, Oxnard CA 93030

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 15061(b)(3) of the California Code of Regulations, when it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the project may be found to be exempt from the requirements of CEQA. The proposed project does not involve any construction and will generate less traffic than other permitted uses for this location. 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

RESOLUTION NO. 2006 – 06-500-9

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 06-500-9, (SPECIAL USE PERMIT), TO ALLOW SMALL GROUP MEETINGS ON WEEKNIGHTS AND SUNDAYS , LOCATED AT 2370 EASTMAN AVENUE, SUITE 104 ON THE SOUTH SIDE OF EASTMAN, BETWEEN ROSE AVENUE AND RICE AVENUE, WITHIN THE NORTHFIELD-SEAGATE BUSINESS PARK SPECIFIC PLAN AREA (APN 216-0-103-085), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY CALVARY CHAPEL OF OXNARD, 1925 EASTMAN AVENUE, OXNARD, CA 93030.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 06-500-9, filed by Calvary Chapel of Oxnard, in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, Section 15061 (b) (3) 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, 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 except as may be specifically excepted by the special findings and conditions of this resolution.
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.
6. That the proposed development is in conformance with adopted goals, policies and standards of the Northfield-Seagate Specific Plan.

WHEREAS, in approving Administrative Relief for a decrease in the number of parking spaces in accordance with Section 16-651 (B) (4) of the Oxnard City Code, for use of this site for small group church meetings on weeknights and Sundays, as specified further in the special

condition below, the Planning Commission finds that the site plan on file with the Planning and Environmental Services Division:

1. Preserves the intent of the Parking Ordinance.
2. Provides sufficient parking to serve the intended use; and
3. The modification will not be detrimental to the public health, safety or welfare.

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 at or visit 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	Parks Division	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. This permit is granted for the plans dated January 4, 2007 (“the plans”) on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning

and Environmental Services Manager (“Planning Manager”) or a major modification to the plans is approved by the Planning Commission. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. A major modification shall be required for substantial changes or increases in such items. (PL, G-2)

3. This permit shall automatically become null and void 24 months from the date of its issuance, unless Developer has diligently developed the proposed project, as shown by the issuance of a grading, foundation, or building permit and the construction of substantial improvements, or the beginning of the proposed use. (PL, G-3)
4. All required off-site and on-site improvements for the project, including structures, paving, and landscaping, shall be completed prior to occupancy unless the Development Services Manager allows Developer to provide security or an executed agreement approved by the City Attorney to ensure completion of such improvements. (DS, G-4)
5. 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)
6. Developer agrees, as a condition of adoption of this resolution, at Developer’s own expense, to indemnify, defend and hold harmless the City and its agents, officers and employees from and against any claim, action or proceeding to attack, review, set aside, void or annul the approval of the resolution or any condition attached thereto or any proceedings, acts or determinations taken, done or made prior to the approval of such resolution that were part of the approval process. Developer’s commencement of construction or operations pursuant to the resolution shall be deemed to be an acceptance of all conditions thereof. (CA, G-6)
7. Any covenants, conditions, and restrictions (CC&Rs) applicable to the project property shall be consistent with the terms of this permit and the City Code. If there is a conflict between the CC&Rs and the City Code or this permit, the City Code or this permit shall prevail. (CA, G-7)
8. Developer shall record with the Ventura County Recorder a “Notice of Land Use Restrictions and Conditions” in a form acceptable to the City Attorney. Before the City issues building permits or allows Developer to occupy the project, Developer shall submit a copy of the recorded document to the Planning Division Manager. (PL, G-8)
9. Developer shall provide off-street parking for the project, including stall size, paving, striping, location, and access, as required by the City Code and Developer shall provide the number of parking spaces in accordance with the approved parking study for this project. (PL/B, G-9)

10. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. Such sign shall conform to the sign regulations contained in the Northfield Seagate Specific Plan and Master Sign program for this project. Except as provided in the sign permit, Developer may not change any signs on the project property. (PL/B, G-10)
11. Developer shall obtain a building permit for any new construction or modifications to structures, including interior modifications, authorized by this permit. (B, G-11)
12. If Developer, owner or tenant fails to comply with any of the conditions of this permit, the Developer, owner or tenant shall be subject to a civil fine pursuant to the City Code. (CA, G-14)
13. Prior to issuance of building permits, Developer shall correct all violations of the City Code existing on the project property. (PL, G-15).

FIRE DEPARTMENT CONDITIONS

14. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, G-12)
15. Developer shall not permit any materials classified as flammable, combustible, radioactive, carcinogenic or otherwise potentially hazardous to human health to be handled, stored or used on the project property, except as provided in a permit issued by the Fire Chief. (FD, G-13)
16. All structures on the project property shall conform to the minimum standards prescribed in Title 19 of the California Code of Regulations. (FD, F-5)
17. The project shall meet the minimum requirements of the "Fire Protection Planning Guide" published by the Fire Department. (FD, F-6)
18. At all times during construction, developer shall maintain paved surfaces capable of handling loads of 46,000 pounds which will provide access for fire fighting apparatus to all parts of the project property. (FD/DS, F-7)
19. Developer shall identify all hydrants, standpipes and other fire protection equipment on the project property as required by the Fire Chief. (FD, F-8)
20. Developer shall install security devices and measures, including walkway and vehicle control gates, entrance telephones, intercoms and similar features, subject to approval of the Police Chief and the Fire Chief. Vehicle control gates shall be operable by City approved radio equipment. (FD/PD, F-9)

21. Developer shall provide central station monitoring of the fire sprinkler system and all control valves. (FD, *F-10*)
22. Developer shall provide automatic fire sprinklers as required by the City Code and shall contact the Fire Chief to ascertain the location of all connections. (FD, *F-12*)
23. Developer shall install in each structure in the project where automatic fire sprinklers are installed a system that automatically opens the skylights in areas affected by fire before the fire sprinklers are activated. (FD, *F-14*)

PLANNING DIVISION STANDARD CONDITIONS

24. Any application for a minor modification to the project shall be accompanied by four copies of plans reflecting the requested modification, together with applicable processing fees. (PL, *PL-2*)
25. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, *PL-3*)
26. Developer acknowledges that because of population limitations placed on the City by the Air Quality Management Program, approval of this permit does not guarantee that the City will issue building permits. The City's issuance of building permits may be delayed as a result of implementation of an air quality plan. (PL, *PL-5*)
27. If the project property is already occupied or use has already been initiated, Developer shall comply with all conditions of this permit within 30 days of approval thereof. (PL/B, *PL-6*)
28. Developer may not modify any use approved by this permit unless the Planning Manager determines that Developer has provided the parking required by the City Code for the modified use. (PL, *PL-7*)
29. In order to minimize light and glare on the project property, all parking lot and exterior structure light fixtures shall be high cut-off type that divert lighting downward onto the property and shall not cast light on any adjacent property or roadway. (PL, *PL-9*)
30. Prior to issuance of building permits, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, *PL-16*).
31. Before the City issues building permits, Developer shall provide to the Planning Division Manager a disk in DWG format of a 100-foot scale site plan of the project as approved. (PL, *PL-50*)

PLANNING DIVISION SPECIAL CONDITION

32. This approval limits assembly uses (youth group and adult group meetings) to the following times and numbers of people:

Weeknights after 5 [Linda, I am confused – like that is news – the staff report says 6 pm. Is this condition correct or is the staff report correct?] p.m. (once per week):

- Junior high youth group. All members are dropped off by their parents with up to six adults supervising.
- High school youth group (not the same night as junior high youth group meeting): 3 to 4 members driving; up to six adults supervising.

Weeknights after 5 [Same question.] p.m. (once per month):

- Adult meeting (church “elders”); approximately 12 adults (not on same night as either the junior high or high school youth groups).

Sunday morning

- Youth group meeting (Junior high age students dropped off by parents; three to four high school age students and up to five adults requiring parking.
- Adult meeting (“Foundations” Class; twice per year for eight consecutive weeks); approximately 10-15 adult couples (generally 2 persons per car).

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 4th day of January, 2007, by the following vote:

AYES: Commissioners

NOES: Commissioners

ABSENT: Commissioners

Ronald R. Fischer, Chairman

ATTEST: _____
Susan L. Martin, Secretary