



Planning Division

**PLANNING COMMISSION  
STAFF REPORT**

**TO:** Planning Commission

**FROM:** Ashley Golden, Senior Planner *AG*

**DATE:** March 6, 2008

**SUBJECT:** Planning and Zoning Permit No. 07-500-10 (Special Use Permit) for a 3,980 square foot second story addition to an existing 4,000 square foot building and the use of off-site parking located at 708 and 710 South A Street.

- 1) **Recommendation:** That the Planning Commission approve Planning & Zoning Permit No. 07-500-10, subject to certain findings and conditions.
- 2) **Project Description and Applicant:** A request for a special use permit (SUP) to add a second story 3,980 square foot addition to an existing 4,000 square foot commercial building for a total of 7,980 square foot on a 7,000 square foot lot, located at 708 and 710 South A Street (202-0-146-230). The request includes an allowance for off-site parking as provided for in City Code Section 16-152 (G). The parcel is zoned Central Business District and located within the Central City Revitalization Project Area. The proposed project is exempt from environmental review under Section 15332 of the CEQA Guidelines. Filed by Reiter Affiliated Companies, 730 South A Street, Oxnard, CA 93030.

3) **Existing & Surrounding Land Uses:**

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
Project Site	CBD	CBD	Vacant Office Building
North	CBD	CBD	Retail/Office
South	CBD	CBD	Office
East	CBD	CBD	Office
West	CBD	CBD	Heritage Square (Office/Commercial)

- 4) **General Plan Policies and Land Use Designation Conformance:** The land use map of the General Plan designates the subject parcel for *Central Business District* development. This designation allows commercial, cultural and institutional land uses and residential uses. The underlying zoning designation is CBD (Central Business District), which is consistent with the *Central Business District* general plan land use designation. The project is in the "South of Seventh District" identified in the *Oxnard Downtown Strategic Plan (ODSP)* (adopted by City Council June 2005). The intent of the district is "to establish a distinct residential neighborhood

within Downtown...with neighborhood commercial uses and community retail facilities.” Additionally, the ODSP recommends that commercial services and institutional uses should be considered with a special use permit (SUP) application. The proposed development conforms to the ODSP by providing for commercial services and offices and incorporating a pedestrian scale design.

5) **Environmental Determination:** In accordance with Section 15332 of the California Environmental Quality Act (CEQA) Guidelines, projects involving in-fill development projects may be found to be exempt from the requirements of CEQA. The 3,980 square foot addition is consistent with the general plan and zoning designation and policies, the site is less than five acres surrounded by urban uses within city limits, and the project will not result in any significant effects relating to traffic, noise, air quality, or water quality. 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 C).

6) **Analysis:**

a) **General Discussion:** Reiter Affiliated Companies, located south of the subject properties (730 South A Street) purchased this property and is proposing to construct a second story addition, parking lot improvements, and a façade enhancement to complement the design of its existing offices. Currently, this building has an integrated design with existing buildings to the north. If approved, the Reiter Affiliated Companies will merge the subject lot with the parcels to the south and provide internal circulation between the buildings. The building will be used for general office and operate between the hours of 6:30 a.m. and 6:00 p.m. The applicant’s request for consideration of off-site parking to meet the parking requirements of the site, as provided for in City Code Section 16-152(G), is further analyzed in the *Circulation and Parking* section (page 4).

b) **Relevant Project and Property History, Related Permits:** The building was constructed between 1945 and 1960. Since then, the building has been altered and expanded several times and therefore, lacks integrity of design and is not considered potentially eligible for historic significance.

c) **Zoning Compliance:** The proposed development is located in the Central Business District (CBD) zone district. In accordance with the City Code, the proposed use and development may be allowed with an approved SUP.

DEVELOPMENT STANDARD	REQUIREMENT	PROPOSED	COMPLIES?
Max. building height	48 feet; may increase 25% with an SUP. Architectural features (uninhabitable) can exceed the max height by 15’.	29’4”	Yes

DEVELOPMENT STANDARD	REQUIREMENT	PROPOSED	COMPLIES?
Build To Line	<b>Commercial</b> -first floor to property line (entries may be recessed);	Landscape built to PL and entry recessed	Yes
Parking Lots	Located behind the building (bldg)	Behind Bldg	Yes
Parking Requirements	City Code applies to an existing building when 25% of the existing floor area or 1,500 sqft (whichever is less) is added to an existing building  City Code§ 16-152(G) allows for parking requirements to be met in five ways with the approval of the planning commission  1/250 square feet= 32 parking stalls required	*6 stalls provided on site (4 standard, 1 handicap, 1 motorcycle)  26 additional stalls required off site	Yes, with approval of this SUP
Refuse enclosures	An enclosure is required where none exists if the sqft is increased by 50%, a use change occurs that increases the need, 50% of the building is remodeled, or with a new building (City Code §16-152(J)(3)(a-d)	None, addition is less than 50%,	Yes
Max. lot coverage	100% if all standards are met	57%	Yes
Floor Area Ratio	Office Use 3:1	1.14:1	Yes
Street Frontage	Commercial structures shall have at least 70 % of the linear frontage of the first story in glazing. A maximum of ten percent tint is allowed on the glazing. New office and security-oriented uses may deviate from this standard as approved by a downtown design review permit.	53% (26.5') of window area is proposed. DDRC found this design acceptable for the office use.	Yes

\* A condition of approval will reduce this to 5 stalls (3 standard, 1 ADA, 1 motorcycle)

- d) **Site Design Analysis:** The building is built at a zero setback along A Street with a recessed entry and a parking lot on the east side of the building with access from the alley. The second story incorporates an approximately 145 square foot balcony with a glass railing. Building access is provided from both A Street and the parking field in the rear. As a condition of approval, and prior to issuance of a permit for site improvements, the applicant will merge this parcel with the Reiter Affiliated parcel to the south and provide for internal circulation between the buildings (Condition No. 116).

- e) **Circulation and Parking Analysis:** An alley along the eastern property line provides access to a parking lot for the subject parcel. The use requires one parking space per 250 square feet of office space, for a total requirement of 32 spaces for the 7,980 square foot building. In compliance with City Code Section 16-152(G) of the Central Business District (CBD) zone the Planning Commission may approve, with an SUP, parking to be located off-site to meet the parking demands of a use. The City Traffic Engineer reviewed the attached parking study, and supports the request for the use of on-street parking immediately adjacent and contiguous to the property line, on-site parking, and public parking lots within 700 feet. Parking will be provided in the following manner:

Parking Locations	Parking Supply	Parking Available (worst case)
On-Site	5* stalls (3 standard, 1 ADA, 1 motorcycle)	5
On-Street contiguous to the property	2 stalls	2
Public Parking lots within 700'	Lot 3: 17 Lot 5: 19 Lot 6: 88	Lot 3: 10 Lot 5: 11 Lot 6: 31
<b>Total</b>	<b>131</b>	<b>59</b>

\*Six stalls shown on site plan, however a condition of approval will reduce the parking to 5 stalls.

The use requires 32 stalls, and there are 52 stalls available during the peak times of each lot, 5 on-site stalls, and 2 on-street stalls for a total of 59 stalls. When looking at the area within 700' there are 55 stalls available, plus the 2 on-street stalls, and five on-site stalls for a total of 62 stalls. Based on the parking study conducted on February 13, 2007, sufficient parking is available to meet the required parking.

- f) **Building Design Analysis:** The design of the building, a mix of Moderne with modern Spanish influences has been reviewed and recommended for approval by the Downtown Design Review Committee (DDRC). The design is consistent with the existing Reiter Affiliated Companies business located to the south at 730 South A Street. The building incorporates green glass, anodized aluminum window frames, rusted steel panels surrounding the windows, light textured plaster, and concrete. Conditions of approval are included requiring further review by the DDRC regarding the concrete planters along A Street, as well as the color and texture of the poured access ramp to the building entry. (Conditions 68 & 68).
- g) **Signs:** Per DDRC review on September 27, 2007, project is approved with two blade signs (one on the westerly frontage and one on the easterly frontage). Such signage shall be submitted to the Building and Engineering Division under a separate permit and shall match the September 27, 2007 submittal (condition 73). Wall mounted building signs have not been proposed or reviewed for this building. A condition of approval (74) requires that the

applicant obtain approval from the Planning Manager, via a Downtown Design Review Permit, for a wall mounted building signs on A Street.

- 7) **Landscaping & Open Space Compliance:** The parking lot area includes 5.2% of landscaping, as required by City Code Section 16-641. However, the landscape planters along the alley are only 4 feet in width, where the City Code requires this planter to be 10 feet wide. Condition No. 71 of the attached resolution requires the planters be increased to 10 feet. With the required increase to the easterly planter a proposed parking stall will be lost. A condition of approval (Condition No. 34) is also included to require a 3 feet wide landscape planter on the north side of the parking lot, if determined to be feasible as determined by the City's Senior Civil engineer.

In addition to providing adequate parking lot landscaping, commercial building sites must also include landscaping for 6% of the lot area, which may include decorative hardscape and other features that enhance the buildings pedestrian orientation. The site includes 76 square feet of landscaping at the front entry (1%), 213 square feet colored and textured hardscape at the rear and entry of the building (3%), and a 145 square foot balcony (2%), for a total of 6%. The building design provides pedestrian orientation elements such as blade signs, theme lighting, and specialty details such as the rusted steel elements surrounding the windows. These items are included above and beyond the required 6% of landscaping required for the lot.

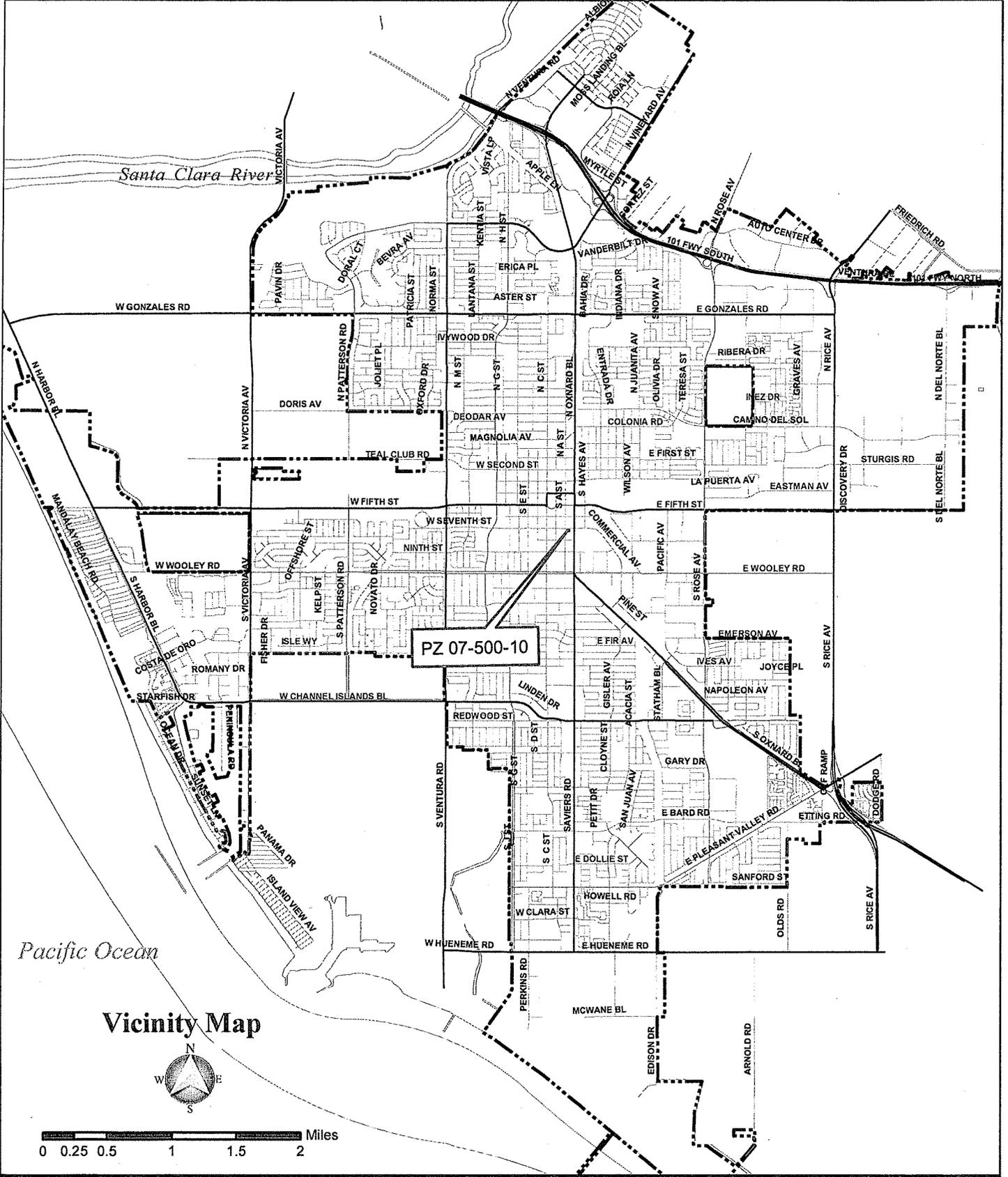
- 8) **Downtown Design Review Committee (DDRC) Consideration:** On August 9, 2007, the DDRC recommend approval of the façade design of the second story addition. On September 27, 2007, DDRC recommended approval of minimal signage (blade signs), building lighting, and recommended a condition of approval requiring the applicant to paint the existing Reiter Affiliated Companies building (730 South A Street). The color scheme of 730 South A Street shall match the existing color scheme, but will cover the patchy look of façade resulting from minor building repairs and the covering of graffiti (Condition No. 70). Lastly, on November 30, 2007, the DDRC approved minor façade changes, as recommended by the Development Advisory Committee (DAC) for additional building security such as windows and an enhanced pedestrian experience.
- 9) **Development Advisory Committee (DAC) Consideration:** The Development Advisory Committee (DAC) reviewed this project on October 3, 2007. The DAC recommended conditions in the attached resolution.
- 10) **Community Input:** The proposed project was agendized for a Community Workshop on November 19, 2007 Community Workshop. The Applicant mailed notices to Hobson Park East Neighborhood and posted the site for the Community Workshop on November 8, 2007. As indicated on the Community Workshop sign in sheet, only the applicant and Planning staff attended the meeting regarding this project.

**11) Attachments:**

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

Prepared by:	 AG
Approved by:	 SM

# ATTACHMENT A



PZ 07-500-10

Vicinity Map



0 0.25 0.5 1 1.5 2 Miles



Oxnard Planning  
December 10, 2007

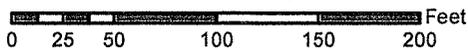
PZ 07-500-10  
Location: 708, 710 S A St  
APN:202014617, 202014618  
Reiter Affiliated Companies

# General Plan Map



Oxnard Planning  
December 10, 2007

PZ 07-500-10  
Location: 708, 710 S A St  
APN: 202014617, 202014618  
Reiter Affiliated Companies

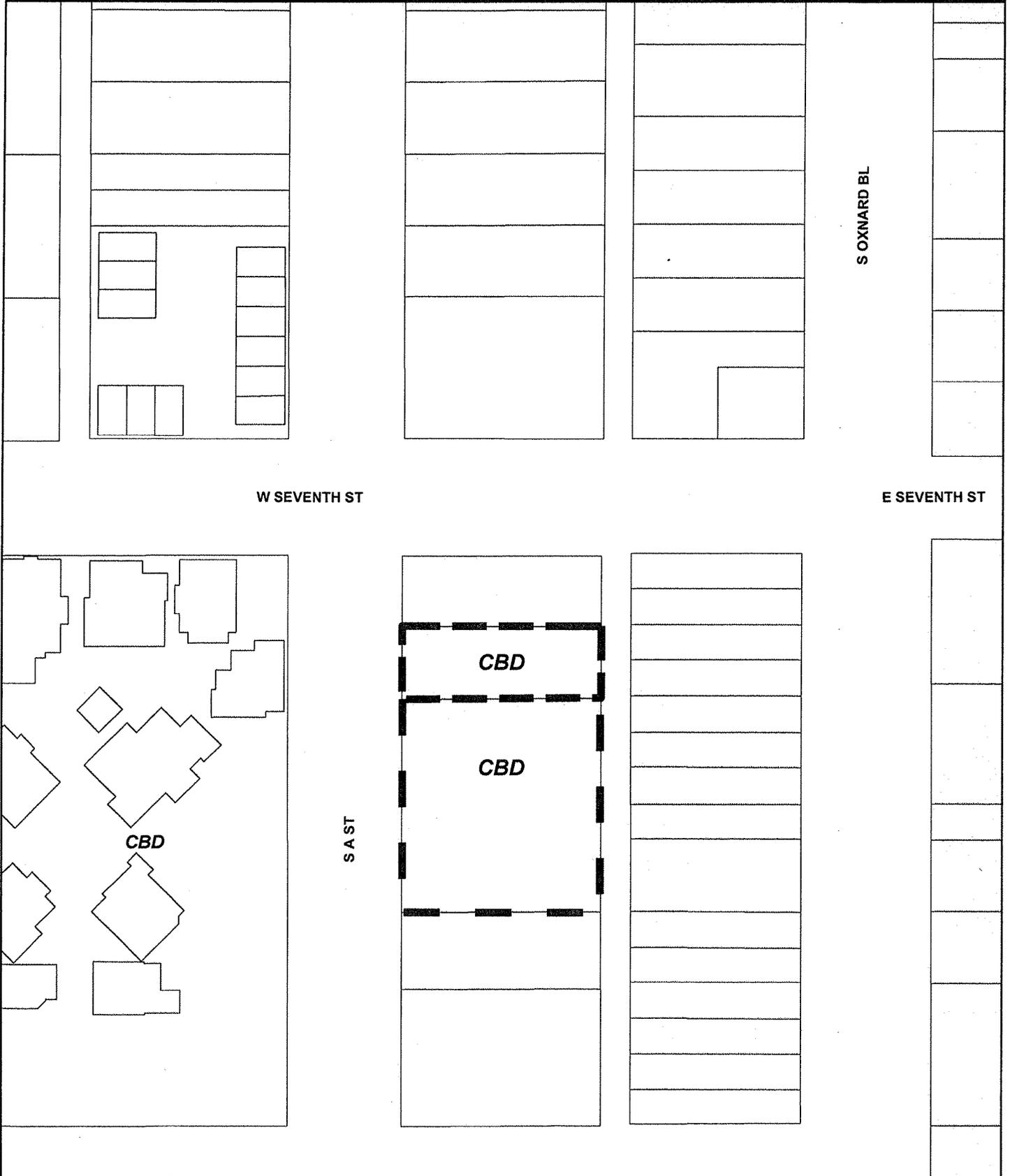


General Plan Map



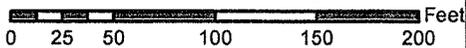
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# Zone Map

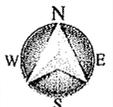


Oxnard Planning  
December 10, 2007

PZ 07-500-10  
Location: 708, 710 S A St  
APN: 202014617, 202014618  
Reiter Affiliated Companies

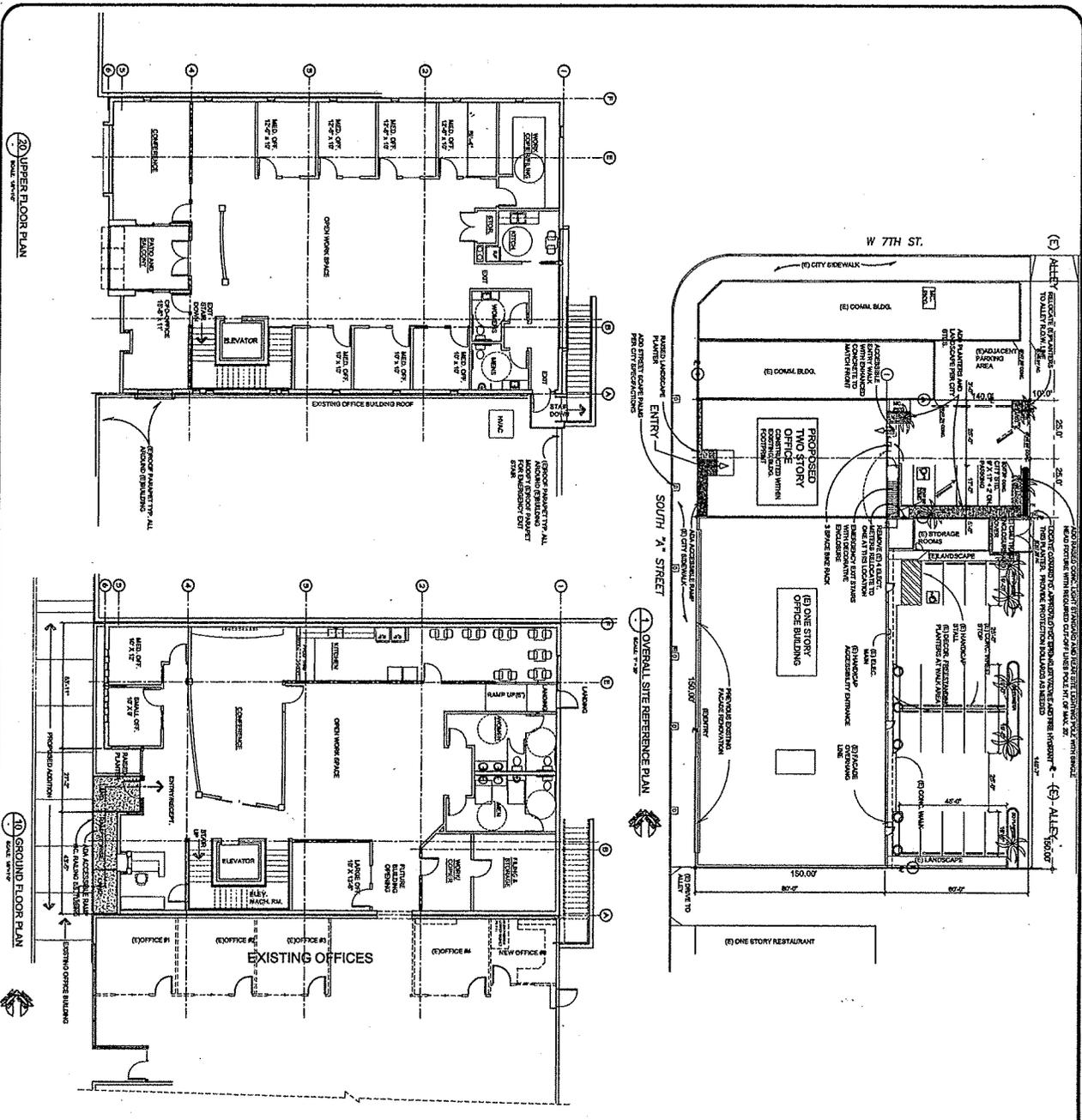


Zone Map



1:1,082

# ATTACHMENT B



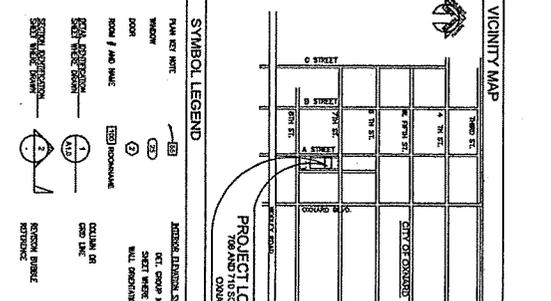
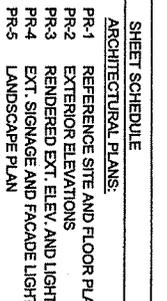
**REITER AFFILIATED COMPANIES**  
**PARCEL AND BUILDING ADDITION TO EXISTING FARM MANAGEMENT OFFICES**

PROJECT NO. 708 AND 710 SOUTH 'A' STREET  
 OXNARD, CA

**PROJECT TEAM**  
 ARCHITECT: ALEXANDER D. SEMCHENKO ARCHITECT  
 GENERAL CONTRACTOR: WALTON CONSTRUCTION, INC.  
 LANDSCAPE ARCHITECT: LANDSCAPE DESIGN GROUP

**PLANNING DATA:**  
 THIS PROJECT: 708 & 710 SOUTH 'A' ST. APN: 202-046-250  
 TARGET AND BUILD: ADDITION/RENOVATION  
 TOTAL PROJECT AREA: 10,000 SQ. FT.  
 TOTAL FLOOR AREA: 4,000 SQ. FT. (EXISTING + NEW)  
 TOTAL GARAGE SPACES: 10  
 TOTAL OFFICE SPACES: 10  
 TOTAL RESTROOMS: 2  
 TOTAL STORAGE: 100 SQ. FT.

**ARCHITECTURAL PLANS:**  
 PR-1 REFERENCE SITE AND FLOOR PLANS  
 PR-2 EXTERIOR ELEVATIONS  
 PR-3 REORDERED EXT. ELEV. AND LIGHTING  
 PR-4 EXT. SIGNAGE AND FACADE LIGHTING  
 PR-5 LANDSCAPE PLAN

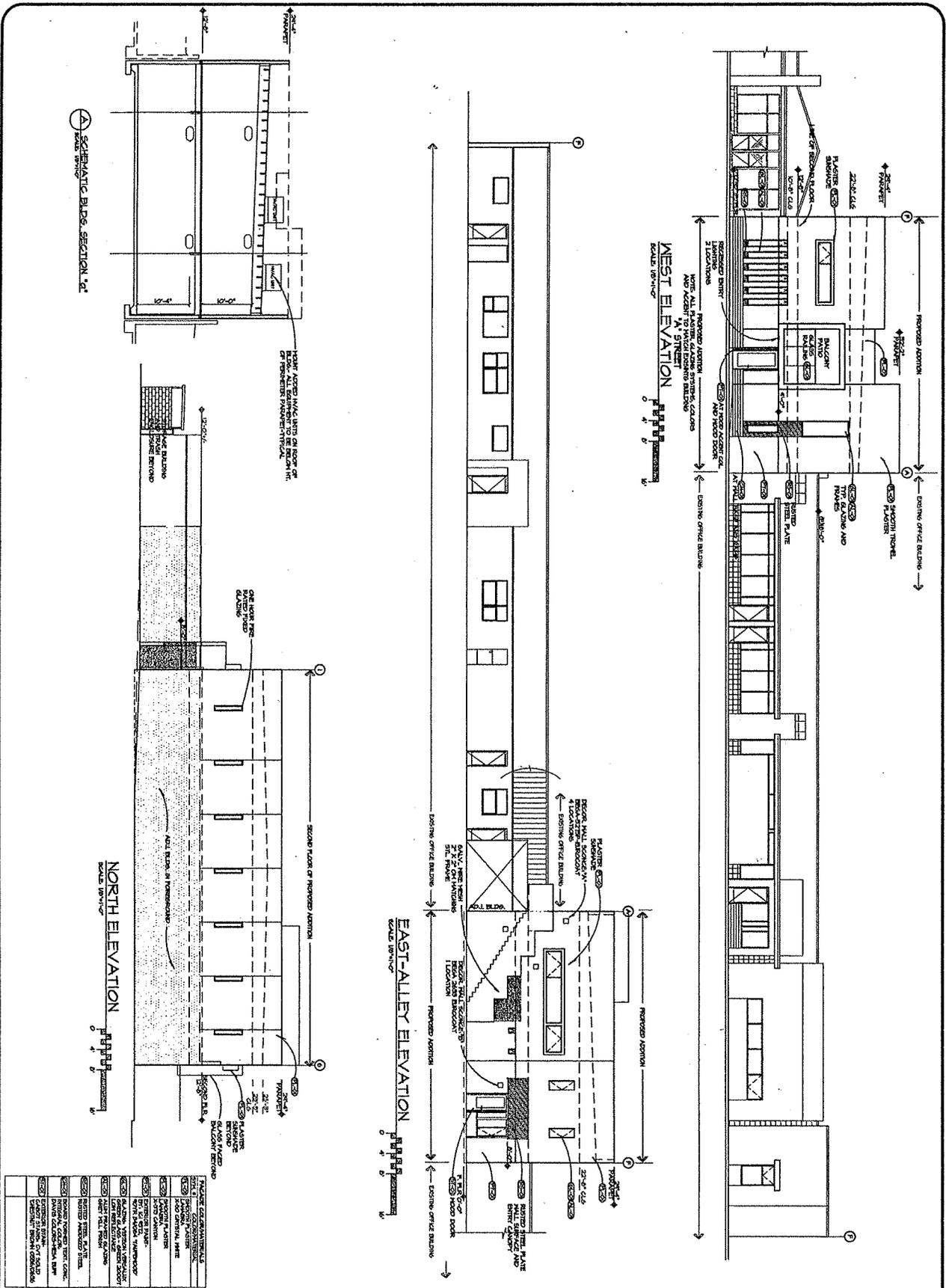


**COVER SHEET**  
**REITER AFFILIATED COMPANIES**  
**BUILDING FACADE & ADDITION**  
 708 & 710 SOUTH 'A' STREET  
 OXNARD, CA

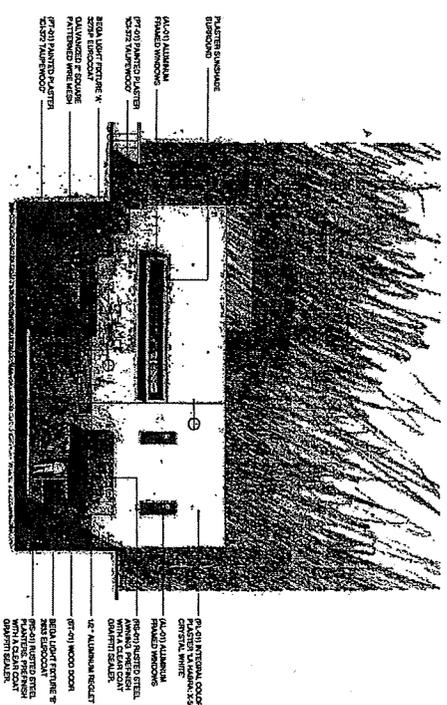
**DESIGN/BUILD MANAGEMENT BY:**  
**Walton Construction, Inc.**  
 221 Via Arroyo, Suite 606  
 Oxnard, CA 93030  
 Phone: 805.303.2108  
 Fax: 805.303.2108

**ARCHITECT:**  
 ALEXANDER D. SEMCHENKO  
 ARCHITECT  
 VENTURA PROFESSIONAL CENTER  
 5700 RALSTON STREET, SUITE 302  
 VENTURA, CA 93003  
 PHONE: (805) 650-5264  
 FAX: (805) 650-6050

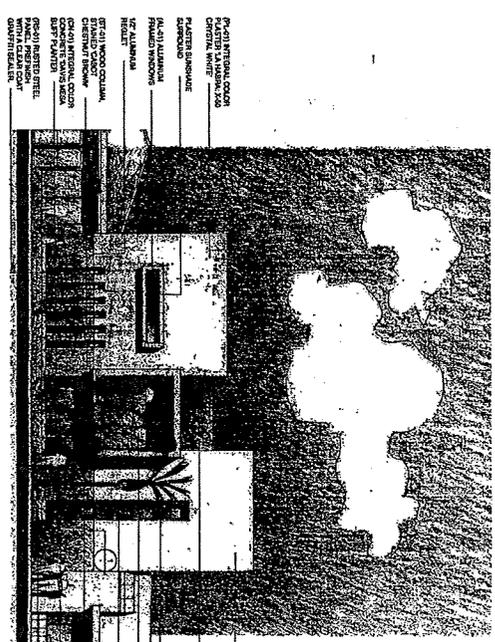
**DATE:** 1/14/10  
**SCALE:** 1/8" = 1'-0"  
**PROJECT NO.:** 708 AND 710 SOUTH 'A' STREET  
**SHEET NO.:** PR-1



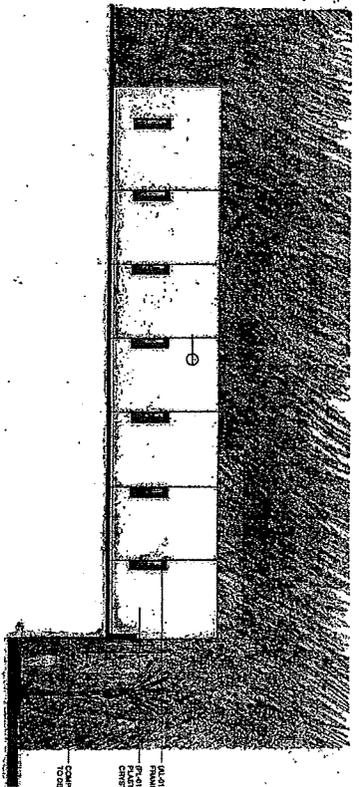
<b>PR-2</b> SHEET	<b>EXTERIOR ELEVATIONS</b> <b>REITER</b> <b>AFFILIATED COMPANIES</b> <b>OFFICE ADDITION</b> 108 & 110 SOUTH A STREET OXNARD CA, 93020	<b>ALEXANDER D. SENGCHENO</b> ARCHITECT VENTURA PROFESSIONAL CENTER 8108 BALISTON STREET, SUITE 302 VENTURA, CA 93003 PHONE: (805) 800-8064 FAX: (805) 650-8060	DESIGN/BUILD MANAGEMENT BY:  <b>Walton Construction, Inc.</b> Walter Colburn 821 Via Alegre, Suite 809 Oxnard, CA 93021 PHONE: 805.282.2888 FAX: 805.282.2899	REVISIONS WITHOUT WRITTEN APPROVAL: 1. P.L.M. 11-1-01 2. P.L.M. 11-1-01 3. P.L.M. 11-1-01 4. P.L.M. 11-1-01
	SPECIFICATIONS AND DETAILS ARE INDICATED BY PROFESSIONAL SERVICE AND AS SUCH ARE THE PROPERTY OF ADS GROUP ARCHITECTS. REPRESENTATIONS OR OTHER USES NOT AUTHORIZED BY ADS GROUP ARCHITECTS.	<b>ADS</b> PLANNING • ARCHITECTURE • DEVELOPMENT SERVICES	10/20/01	10/20/01



BACK ELEVATION

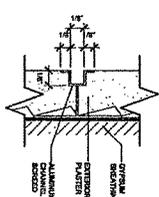


FRONT ELEVATION



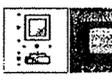
SIDE ELEVATION

- MATERIALS LEGEND**
- GR-01 Green Glass/Vision Varalux Green 2000T, Green Low-Reflectance
  - AL-01 Window Translucent Aluminum Window Frame, 2000 Series
  - RS-01 Rusted Steel/Unadorned Steel, Rusted Steel, 2000 Series
  - CH-01 Concrete/High color concrete, Dark Char, 2000 Series
  - PL-01 White Plaster/High color plaster, LA Urban Stone X-50, Gray White
  - PT-01 Painted 572, 507R, 507R, 507R, 507R, 507R



PLASTER SCREED DETAIL

**Surface wall and ceiling with protruding glass**



Designed by project engineer. Annotations by Reiter and Brother. Includes: Surface mounted windows with integral aluminum framing and tapered windows. Heavy glass panel protruding glass.

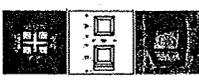
U.L. Label, suitable for wet locations.

Product detail # 15

Product # 203

RECALL LIGHTING

**Surface wall and ceiling - glass block**



Designed by project engineer. Annotations by Reiter and Brother. Includes: Surface mounted windows with integral aluminum framing. Heavy glass panel with glass block.

U.L. Label, suitable for wet locations.

Product detail # 15

Product # 203

RECALL LIGHTING

**REITER BROTHERS**

DESIGNER

WEST LAKE ARCHITECTS  
 27 WEST LAKE AVENUE  
 SUITE 101  
 WEST LAKE, CA 90910  
 P: 805.852.8718







# ATTACHMENT C



## NOTICE OF EXEMPTION

### ***Project Description:***

A request for a special use permit (SUP) to add a second story 3,980 square foot addition to an existing 4,000 square foot commercial building for a total of 7,980 square foot on a 7,000 square foot lot, located at 708 and 710 South A Street (202-0-146-230). The request includes an allowance for off-site parking as provided for in City Code Section 16-152 (G). The parcel is zoned Central Business District and located within the Central City Revitalization Project Area. The proposed project is exempt from environmental review under Section 15332 of the CEQA Guidelines. Filed by Reiter Affiliated Companies, 730 South A Street, 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 Section 15332 of the California Environmental Quality Act (CEQA) Guidelines, projects involving in-fill development projects may be found to be exempt from the requirements of CEQA. The 3,980 square foot addition is consistent with the general plan and zoning designation and policies, the site is less than five acres surrounded by urban uses within city limits, and the project will not result in any significant effects relating to traffic, noise, air quality, or water quality. 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 D

February 20, 2008

Mr. Garland Reiter  
The Reiter Affiliated Companies  
730 South A Street  
Oxnard, CA 93030

Subject: 706 and 708 South A Street Parking Study

Dear Mr. Reiter:

LSA Associates, Inc. (LSA) is pleased to submit this parking analysis for the proposed office project located at 706 and 708 South A Street in the City of Oxnard (City). This analysis has been prepared in accordance with Section 16-152 G2 of the City's Zoning Code in order to demonstrate that adequate on-site and off-site parking exists to satisfy the parking demand of the proposed project. The City requires one parking space per 250 square feet (sf) of office space. The project proposes a total of 7,980 sf of new office space, which would require 32 parking spaces. Five spaces are available on the project site for automobiles. Conversations with City staff indicated credit could also be taken for one motorcycle space on site, for a total of six on-site parking spaces. However, conditions of approval will result in five on-site parking spaces. The remaining 27 spaces would have to be provided on-street immediately adjacent and contiguous to the property line, by public parking lots within 700 feet (ft) of the nearest point on the property line, or in public parking structures within 1,000 ft of the property line. To identify these sites, the City requires a survey of available parking within 1,200 ft of the project. The project location and site plan are shown in Figures 1 and 2 (all figures attached).

## OFF-SITE PARKING SUPPLY AND DEMAND

To demonstrate that off-site public parking is available, LSA contracted with Southland Car Counters, a qualified data collection company, to conduct a parking accumulation survey of all public parking (including on-street parking and public parking lots) within a 1,200 ft radius of the project. To determine the number of on-street parking spaces available in unmarked, unmetered locations, a parallel parking space length of 23 ft was applied to the available curb length. Figure 3 illustrates the number of parking spaces available in each area along with parking restrictions within the study area.

Parking accumulation surveys were completed on Tuesday, February 13, 2007, between 7:00 a.m. and 7:00 p.m. The 12-hour survey period was selected to ensure that the highest parking demand of the day was included in the study. Two on-street parking spaces are immediately adjacent to the project site. No public parking structures are within 1,000 ft of the proposed project. Table A provides the hourly parking accumulation in each of the three surface parking lots located within 700 ft of the proposed project. Figure 4 illustrates the distribution around the project site.

As shown in Table A, parking exists throughout the day to supply the 27 additional spaces needed for the proposed project. During the busiest time, 4:00 p.m. to 5:00 p.m., 69 parking spaces are occupied and 55 spaces are available. With the addition of the 2 parking spaces located on A Street, a minimum of 57 parking spaces are available within 700 ft of the proposed project.

**Table A: Parking Demand Survey within 700 feet of Proposed Project**

Supply of Spaces	Parking Lot No. 3		Parking Lot No. 5		Parking Lot No. 6		Total	
	17		19		88		124	
Survey Time	Used	Available	Used	Available	Used	Available	Used	Available
7:00 a.m.	2	15	1	18	17	71	20	104
8:00 a.m.	4	13	3	16	35	53	42	82
9:00 a.m.	5	12	4	15	38	50	47	77
10:00 a.m.	6	11	6	13	42	46	54	70
11:00 a.m.	5	12	5	14	50	38	60	64
12:00 p.m.	6	11	4	15	57	31	67	57
1:00 p.m.	5	12	5	14	57	31	67	57
2:00 p.m.	7	10	6	13	55	33	68	56
3:00 p.m.	6	11	4	15	48	40	58	66
4:00 p.m.	7	10	8	11	54	34	69	55
5:00 p.m.	5	12	7	12	51	37	63	61
6:00 p.m.	4	13	8	11	49	39	61	63
7:00 p.m.	3	14	3	16	44	44	50	74

**Note:**

Handicap parking spaces were available in the public parking lots but were excluded from this survey.

**CONCLUSION**

Based on the parking survey conducted on Tuesday, February 13, 2007, sufficient public parking is available to meet the required parking as set forth in Section 16-152 G2 of the City's Parking Ordinance. The proposed project will require 32 parking spaces for the 7,980 sf of new office development. A total of 5 parking spaces will be provided on site, which will require 27 off-site spaces. Two parking spaces are located on A Street, adjacent to the applicant's property. Therefore, 25 spaces must be available in public parking lots located within 700 ft of the proposed project. A minimum of 55 spaces are available in these lots, which is in excess of the supply required.

I trust you will find this information useful for your planning purposes. If you have any questions, please contact me at (949) 553-0666.

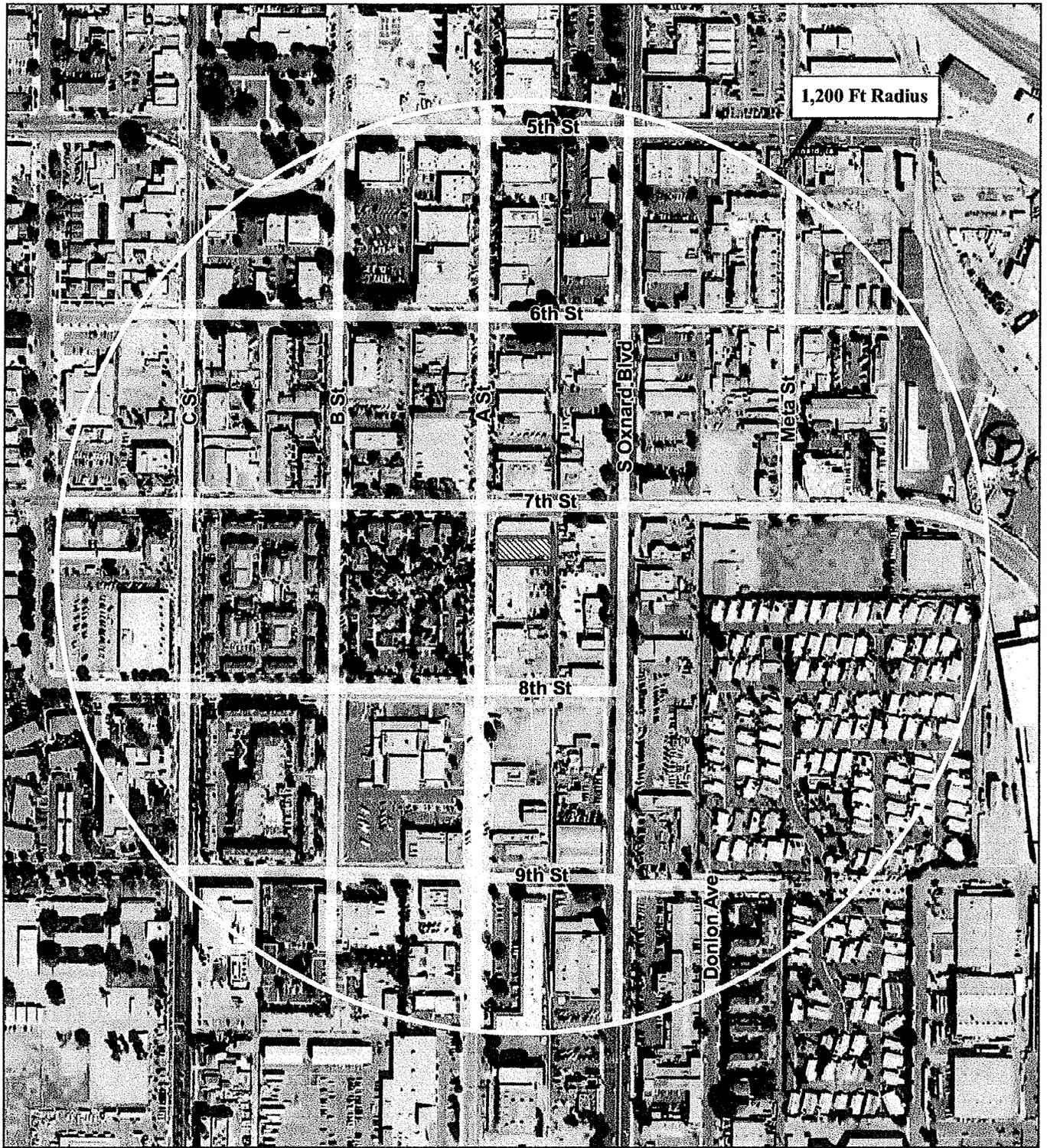
Sincerely,

**LSA ASSOCIATES, INC.**



Meghan Macias  
Associate

- Attachments: Figure 1: Project Study Area  
 Figure 2: Site Plan  
 Figure 3: Available Parking Spaces and Restrictions  
 Figure 4: Existing Supply and Demand within 700 feet of the Project Site



1,200 Ft Radius

5th St

6th St

7th St

8th St

9th St

C St

B St

A St

S Oxnard Blvd

Meta St

Donlon Ave

LSA

 Project Area



0 175 350

FEET

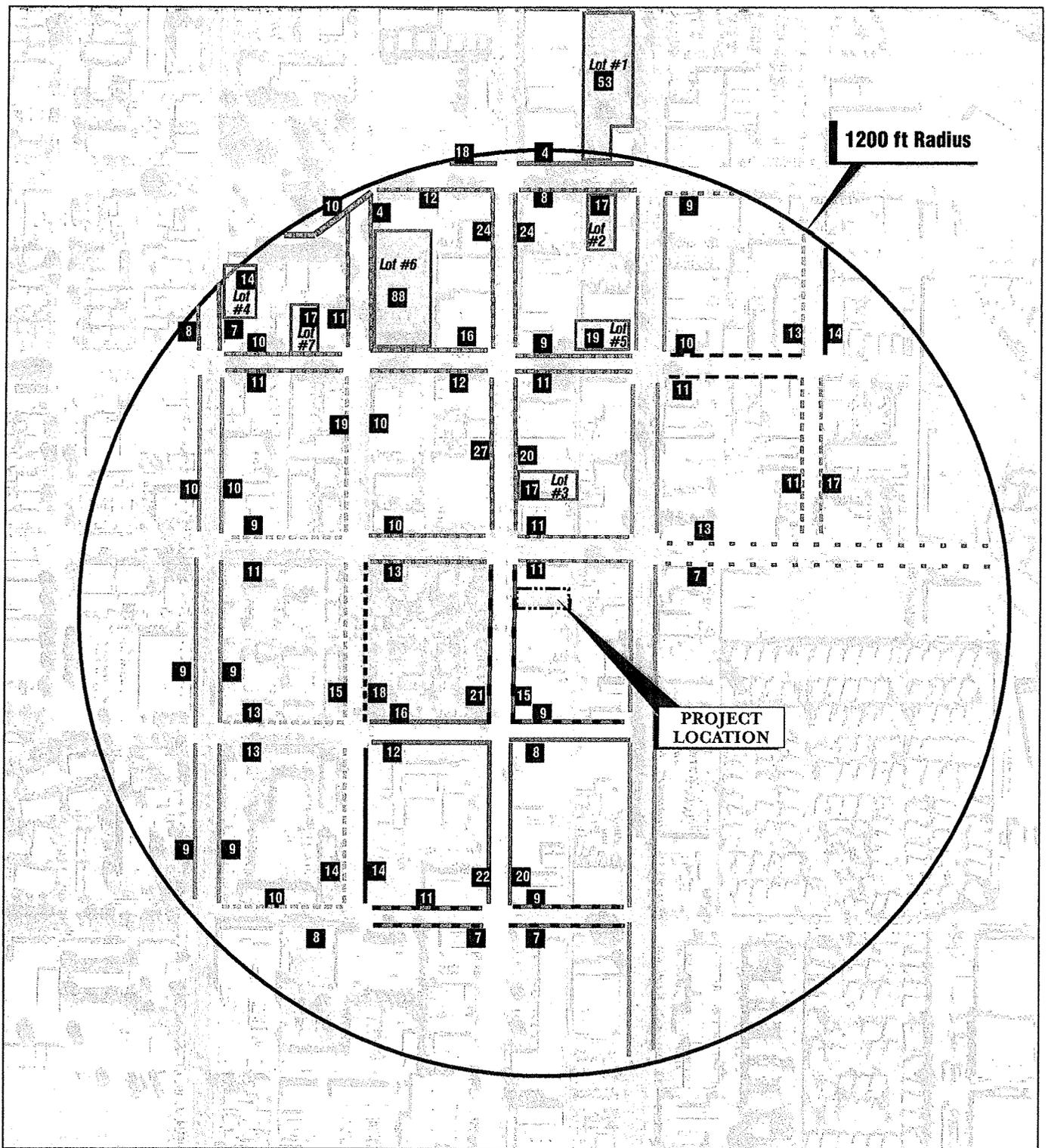
SOURCE: Google Earth (2007)

F:\REI0601\G\Study\_Area.cdr (2/8/08)

FIGURE 1

706 and 708 South A Street  
Study Area





LSA

0 175 350  
 FEET

SOURCE: Google Earth (2007)

I:\REI0601\NG\Available Pkg rcv2a.cdr (2/8/08)

**LEGEND**

- Public Parking Lot
- Number of Parking Spaces
- No Parking 2am - 6pm
- On-Street Parking/No Parking Dec 18 - Jan 10
- No Parking 2am - 6am 2 Hr Parking 6am - 2am

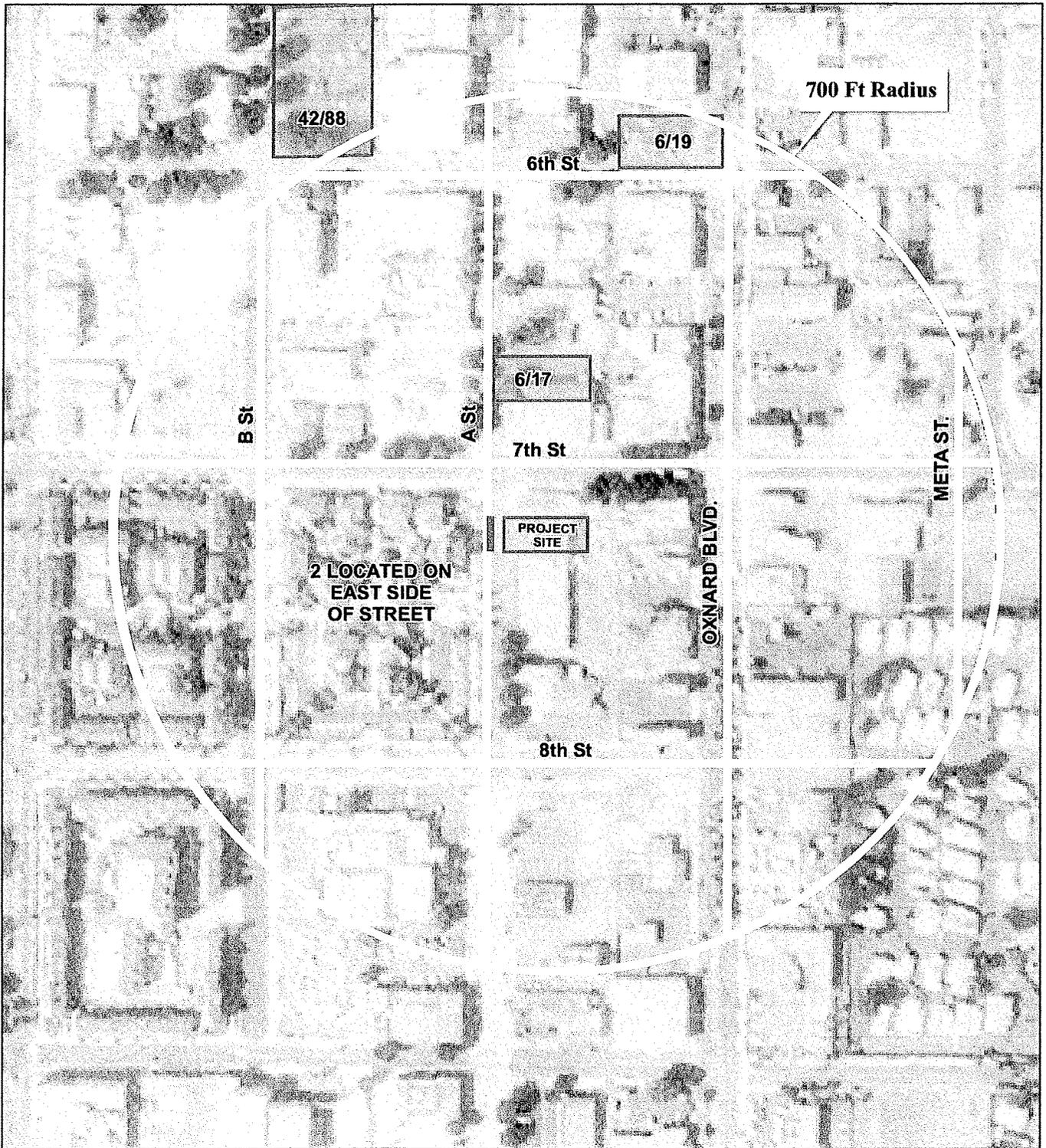
- No Parking 4pm - 6pm 7am - 9am
- No Parking 2am - 6am 3 Hr Parking 9am - 6pm Except Sunday
- No Parking 2am - 6am 2 Hr Parking 9am - 6pm

- No Parking 2am - 6am
- 2 Hr Parking 9am - 6pm
- No Parking 8am - 10am First and Third Wed of each month Except Holiday
- 2 Hr Parking 6am - 2am
- No Parking

FIGURE 3

706 and 708 South A Street

Number of Available Parking Spaces & Restrictions



700 Ft Radius

42/88

6/19

6th St

6/17

7th St

B St

A St

META ST.

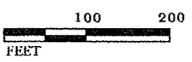
OXNARD BLVD.

PROJECT SITE

2 LOCATED ON EAST SIDE OF STREET

8th St

LSA



AERIAL SOURCE: TERRASERVER  
 I:\REI0601\GVE\ S&D700.cdr (2/20/08)

LEGEND

- XX/YY** - PARKING DEMAND/SUPPLY
-  - ON-STREET PARKING
-  - PUBLIC PARKING LOT

FIGURE 4

706 and 708 South A Street

Existing Supply and Demand within  
 700 feet of the Project site

# ATTACHMENT E

RESOLUTION NO. 2008 – PZ 07-500-10

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 07-500-10 (SPECIAL USE PERMIT), TO ALLOW THE SECOND STORY ADDITION TO AN EXISTING OFFICE BUILDING AND THE USE OF OFF-SITE PARKING, LOCATED AT 708 AND 710 SOUTH A STREET (APN 202-0-146-230), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY REITER AFFILIATED COMPANIES, 730 SOUTH A STREET, OXNARD, CA 93030

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 07-500-10, filed by Reiter Affiliated Companies in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, Section 15332 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.

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.

WHEREAS, in approving the required parking to be on street, on-site, and in public parking lots the Planning Commission finds that the site plan on file with the Planning 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.

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*).

<b>DEPARTMENTS AND DIVISIONS</b>			
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. This permit is granted for the plans dated February 15, 2008 (“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 complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)
9. Developer shall provide off-street parking for the project, including the number of spaces, stall size, paving, striping, location, and access, as required by the City Code. (PL/B, G-9)
10. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. 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. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, *G-12*)
13. 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*)
14. 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*)
15. Prior to issuance of building permits, Developer shall correct all violations of the City Code existing on the project property. (PL, *G-15*).

#### **POLICE STANDARD CONDITIONS**

16. Prior to the issuance of a building permit, Developer shall submit and the Police Chief, or designee, shall approve a lighting plan. The lighting plan shall include a photometric study that integrates the site's approved landscaping plan. The integrated photometric/landscaping plan shall indicate the specific location and canopy size of fully mature trees thereby highlighting potential landscape/lighting conflicts in the future. (PD)
17. Developer shall install metal halide lamps. Developer shall include the detail of the light and lamp on the photometric plan submitted to the Building & Engineering for a building permit. (PD)
18. Prior to issuance of certificate of occupancy, Developer shall install addressing and tenant signage on the east side of the building. (PD/PL)
19. If Developer chooses to install an electronic security system, such electronic security system must comply with Oxnard City Ordinance No. 2601 (available online at <http://oxnardpd.org/documents/alarm-ordinance-2002.pdf>) and must be properly permitted by the City of Oxnard (available online at <http://oxnardpd.org/documents/alarm-permit.pdf>). (PD)
20. If Developer chooses to install a video surveillance system, such system shall comply with "Oxnard Police Department Proposed Standards, Guidelines & Recommendations Closed-Circuit Television (CCTV) Surveillance Systems," available online at <http://www.oxnardpd.org/documents/opdcctv.pdf>. (PD)
21. Developer shall install graffiti/etching-resistant film on accessible window panes in public areas including reflecting surfaces in public restrooms. Developer shall include a note

clarifying what windows the film will be applied to on the plans submitted to the Building & Engineering Division for a building permit. (PD/PL)

22. Prior to issuance of certificate of occupancy, Developer shall post all vehicle entrances in compliance with California Vehicle Code §22658(a)(1). Persons in lawful possession of the property may then cause the removal of a vehicle parked on the property to the nearest public garage if parked without the owner's permission. (PD)
23. Prior to certificate of occupancy Developer shall propose, and the Police Chief, or designee, shall approve, a cash handling and management policy as part of the overall business plan for this establishment (e.g. drop safes, cash transportation services, and managing the amount of cash in registers or cash boxes to a modest amount of \$50, etc.) and shall install crime prevention signage at public entrances to business indicating that cash in registers is limited and employees do not have access to contents of safe, etc.. (PD)
24. If cash registers will be part of this business establishment, prior to issuance of a certificate of occupancy, Developer shall bolt down all cash registers to service counters in order to prevent the entire device from being stolen during a burglary or robbery. (PD)

#### **LANDSCAPE STANDARD CONDITIONS**

25. Before the City issues building permits or the proposed use is initiated, Developer shall submit two copies of landscape and irrigation plans, along with the appropriate permit application and fees, to the Development Services Division and obtain approval of such plans. (PK/DS, *PK-2*)
26. Before the City issues a certificate of occupancy, Developer shall install landscape and automatic irrigation systems that have been approved by Parks and Facilities Superintendent. (PK, *PK-3*)
27. Developer shall maintain landscape planting and all irrigation systems as required by the City Code and as specified by this permit. Failure of Developer to do so will result in the revocation of this permit and initiation of legal proceedings against Developer. (PK, *PK-4*)
28. Before the City issues a certificate of occupancy, Developer shall provide a watering schedule to the building owner or manager and to the Parks and Facilities Superintendent. The irrigation system shall include automatic rain shut-off devices, or instructions on how to override the irrigation system during rainy periods. (PK, *PK-5*)
29. All trees planted or placed on the project property by Developer shall be at least 24-inch-box size. All shrubs and vines shall be at least five-gallon size, except as otherwise specified by this permit. (PK, *PK-6*)
30. Developer shall install an irrigation system that includes a water sensor shut off device as a water conservation measure. (PK, *PK-22*)

### **PARKS SPECIAL CONDITIONS**

31. Developer shall install and locate palm trees in the long linear parking lot planter on the alignment of the parking stall stripe, so as to avoid being hit by the front overhang of the vehicle.
32. Developer shall install low variety plant material in the long linear parking lot planter, so as to not be damaged by the front overhang of the vehicle.
33. Developer shall remove the proposed wheel bumper stops along the northerly property line and provide a 3' wide fully landscaped planter in place of these wheels stops, which allows/provides for drainage from both properties. This condition is to be implemented if feasible as determined by the City Building and Engineering Service's Civil engineer.

### **FIRE DEPARTMENT STANDARD CONDITIONS**

34. All roof covering materials on the project property shall be of non-combustible or fire retardant materials approved by the Fire Chief and in compliance with the City Code. (FD, *F-2*)
35. Before the City issues building permits, Developer shall obtain the Fire Chief's approval of a plan to ensure fire equipment access and the availability of water for fire combat operations to all areas of the project property. The Fire Chief shall determine whether or not the plan provides adequate fire protection. (FD/DS, *F-3*)
36. At Developer's expense, Developer shall obtain two certified fire flow tests for the project property. The first test shall be completed before City approval of building plans and the second shall be completed after construction and prior to the issuance of a certificate of occupancy. A mechanical, civil, or fire protection engineer must certify the tests. Developer shall obtain permits for the tests from the Engineering Division. Developer shall send the results of the tests to the Fire Chief and the City Engineer. (FD/DS, *F-4*)
37. 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*)
38. The project shall meet the minimum requirements of the "Fire Protection Planning Guide" published by the Fire Department. (FD, *F-6*)
39. Developer shall identify all hydrants, standpipes and other fire protection equipment on the project property as required by the Fire Chief. (FD, *F-8*)
40. Developer shall provide central station monitoring of the fire sprinkler system and all control valves. (FD, *F-10*)

41. The turning radius of all project property driveways and turnaround areas used for emergency access shall be a minimum of 48 feet outside diameter for a semi-trailer. (FD, *F-11*)
42. 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*)

#### **FIRE DEPARTMENT SPECIAL CONDITIONS**

43. Before the City issues a certificate of occupancy, the Developer shall install a Knox Box key vault at a location on the building to be determined by the Fire Department.(FD)

#### **PLANNING DIVISION STANDARD CONDITIONS**

44. The final building plans submitted by Developer with the building permit application shall depict on the building elevation sheets all building materials and colors to be used in construction. (PL/B, *PL-1*)
45. 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*)
46. 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*)
47. Before the City issues building permits, Developer shall provide to the Planning Division Manager color photographic reductions (8 1/2" by 11") of full-size colored elevations and any other colored exhibit approved by the Planning Commission. Developer may retain the full-size colored elevations after the reductions are so provided. (PL, *PL-4*)
48. 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*)
49. If Developer wishes to modify any use approved by this permit in such a way that there would be an increase in the number of required parking spaces, Developer shall apply for a major modification to be heard by the Planning Commission. If Developer wishes to modify any use approved by this permit in such a way that there would be no increase in the number of required parking spaces, Developer shall apply for a minor modification, shall provide a parking study to be reviewed by the City's traffic engineer, and such minor modification shall be considered by the Planning Manager.

50. During the plan check review process, the Developer shall provide a lighting plan that provides design details (light standards, bollards, wall mounted packs, etc.) and illumination site information within alleyways, pathways, streetscapes, and open spaces proposed throughout the development. An electrical engineer shall prepare the site lighting plan demonstrating that adequate lighting ranges will be provided throughout the development without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting. (PL)
51. Prior to issuance of building permits, Developer shall demonstrate that light standards illustrated on conceptual lighting plan do not conflict with tree locations. Developer shall submit a plan showing both the lighting and landscape on the same sheet.
52. Project on-site lighting shall be of a type and in a location that does not constitute a hazard to vehicular traffic, either on private property or on adjoining streets. To prevent damage from vehicles, standards in parking areas shall be mounted on reinforced concrete pedestals or otherwise protected. Developer shall recess or conceal under-canopy lighting elements so as not to be directly visible from a public street. Developer shall submit a lighting plan showing standard heights and light materials for design review and approval of the Planning Division Manager. (PL/B, *PL-8*)
53. 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*)
54. During construction, Developer shall water the area to be graded or excavated prior to commencement of grading or excavation operations. Such application of water shall penetrate sufficiently to minimize fugitive dust during grading activities. (B/DS, *PL-11*)
55. During construction, Developer shall control dust by the following activities:
  - a. All trucks hauling graded or excavated material offsite shall be required to cover their loads as required by California Vehicle Code section 23114, with special attention to sub sections 23114(b)(2)(F), (e)(2) and (e)(4) as amended, regarding the prevention of such material spilling onto public streets and roads.
  - b. All graded and excavated material, exposed soils areas, and active portions of the construction site, including unpaved onsite roadways, shall be treated to prevent fugitive dust. Treatment shall include, but not necessarily be limited to, periodic watering, application of environmentally-safe soil stabilization materials, and/or roll-compaction as appropriate. Watering shall be done as often as necessary and reclaimed water shall be used whenever possible. (B/DS, *PL-12*)
56. Developer shall provide for dust control at all times during project property preparation and construction activities. (B/DS, *PL-13*)
57. Developer agrees to participate in a water conservation program that includes refitting water fixtures existing on the project property with water conserving devices within

residences or businesses in the City's water service area, if such a program is in effect when building permits are issued for this project. Among the requirements of such a program might be refitting existing toilets, faucets, shower heads, landscaping irrigation or other fixtures and items that consume water within the structure. (PL, *PL-14*)

58. Because of water limitations placed upon the City by its water providers, approval of this permit does not guarantee that the City will issue building permits. Issuance of building permits may be delayed as a result of implementation of a water conservation or allocation plan. (PL, *PL-15*)
59. 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*).
60. 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*)
61. Developer shall recess or screen roof heating and cooling systems and other exterior mechanical equipment from adjoining property and public streets, as required by this permit. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not be visible from the front of the property or other major public vantage points. Developer shall include a note on the construction plumbing drawings of exterior elevations to indicate to contractors that roof features shall be grouped and located in the described manner. Roof vents shall be shown on construction drawings and painted to match roof material color. (PL/B, *PL-41*)
62. Developer shall install all roof and building drainpipes and downspouts inside building elements. These items shall not be visible on any exterior building elevations. (PL, *PL-42*)
63. For any exterior utility meter panels, Developer shall paint such panels to match the structure upon which it is located. Such panels shall be located to take advantage of screening (e.g. landscaping or other building elements) from public right-of-ways, to the maximum extent feasible. (PL, *PL-43*)
64. Prior to issuance of a certificate of occupancy, Developer shall remove all construction materials and vehicles from the subject property. (PL/B, *PL-47*)

#### **PLANNING DIVISION SPECIAL CONDITIONS**

65. Prior to submittal to the Building and Engineering Division for a building permit, Developer shall increase the southerly parking lot landscape planter from 4' to 5'. (PL)

66. Prior to issuance of building permit, Developer shall demonstrate on the landscape plans that the FDC will be adequately screened from public view to the satisfaction of the Fire Department and Planning Division. (PL)
67. Prior to approval of construction drawings by Building and Engineering Division for a building permit, Developer shall update the project plans to show that the westerly planter box will be covered with a slate face and top, per Downtown Design Review Committee (DDRC) review and recommendation for approval on 11/30/07. If Developer wishes to propose an alternate design for the planter bed, Developer shall obtain Planner Manager approval of an alternate design through review and recommendation for approval from the DDRC.
68. Prior to approval of construction drawings by the Building and Engineering Division for a building permit, Developer shall obtain Planning Manager approval the railing and of the concrete color and texture for the access ramp to the building entry. Per DDRC recommendation for approval on 11/30/07, the railing is to match the window frames. The color and the texture of the ramp has not been provided for DDRC review.
69. Prior to occupancy of 708 & 710 South A Street, Developer shall paint 730 South A Street, the existing Reiter Affiliated Companies office building (all sides). The paint color of 730 South A Street shall match the existing building color.
70. Prior to approval of construction drawings by the Building and Engineering Division for a building permit, Development shall update the project plans to increase the easterly planter along the alley to 10'. This increase in planter width will reduce the parking count on site from 6 stalls to 5 stalls, which has been accounted for in the parking study. (PL)
71. Prior to approval of construction drawings by the Building and Engineering Division for a building permit, Developer shall update the project plans to include a note stating that the steel awnings will have a clear sealer to protect against rust and graffiti. (PL)
72. Prior to approval of construction drawings by the Building and Engineering Division for a building permit, Developer shall update the project plans to include a note stating that the windows will have a clear film protect against graffiti. (PL)
73. Per DDRC review on September 27, 2007, project is approved with two blade signs (one on the westerly frontage and one on the easterly frontage). Such signage shall be submitted to the Building and Engineering Division under a separate permit and shall match the September 27, 2007 submittal.
74. Prior to occupancy, Developer shall obtain Planning Manager approval, via a Downtown Design Review Permit, of a wall mounted building sign on the A Street elevation.
75. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, within 24 hours of its appearance. The surface of

such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. (PD/PL)

76. Developer shall participate in the City's Art in Public Places Program by paying the Public Art fee prior to issuance of building permits, in accordance with City Council Resolution No. 13,103.
77. If Developer wishes to modify any use approved by this permit in such a way that there would be an increase in the number of required parking spaces, Developer shall apply for a major modification to be heard by the Planning Commission. If Developer wishes to modify any use approved by this permit in such a way that there would be no increase in the number of required parking spaces, Developer shall apply for a minor modification, shall provide a parking study to be reviewed by the City's traffic engineer, and such minor modification shall be considered by the Planning Manager.

### **ENVIRONMENTAL RESOURCES DIVISION**

78. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused or recycled, Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Plan" ("Plan") to the City for review and approval. The Plan shall provide that at least 50% of the waste generated on the project be diverted from the landfill. The Plan shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The Plan shall be submitted to and approved by the Environmental Resources Division prior to issuance of a building permit. The Plan shall include the following information: material type to be recycled, reused, salvaged or disposed; estimated quantities to be processed; management method used; destination of material including the hauler name and facility location. Developer shall use the Plan form.
79. Developer shall follow the approved "City of Oxnard C&D Environmental Resources Management & Recycling Plan" and provide for the collection, recycling, and/or reuse of materials (i.e., concrete, wood, metal, cardboard, green waste, etc.) and document results during construction and/or demolition of the proposed project. After completion of demolition and/or construction, Developer shall complete and submit the "City of Oxnard C&D Environmental Resources Management & Recycling Report For Work Completed" ("Work Completed Report") and provide legible copies of weight tickets, receipts, or invoices for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, Developer shall provide documentation, on the disposal facility's letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused, and the project generating the discarded materials. Developer shall submit and obtain approval of the Work Completed Report prior to issuance of a certificate of occupancy.

80. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Environmental Resources Division or Developer shall arrange for self-hauling to an authorized facility.
81. Developer shall make provisions to divert at least 50% of the waste material generated during occupancy through source reduction, recycling, reuse, and green waste programs. Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Plan" ("Occupancy Plan") to the City's Environmental Resources Division. An Occupancy Plan must be submitted and approved prior to issuance of a certificate of occupancy. A "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Report" shall be submitted to the Environmental Resources Division annually on the anniversary date of the certificate of occupancy for approval.
82. Developer shall dispose of sewage and solid waste from the project by City's wastewater and solid waste systems in a manner approved by the City Engineer.

#### **DEVELOPMENT SERVICES DIVISION STANDARD CONDITIONS**

83. Developer shall pay plan check and processing fees in effect at the time of construction plan submittal and shall pay development fees, encroachment permit fees, and other applicable fees in effect at the time the City issues building permits. (DS-1)
84. Developer's Engineer shall design parking lot structural sections based on an analysis of the soils R-value and a traffic index (T.I.) approved by the City Engineer. The minimum structural section for parking lots is two inches of asphalt on four inches of base material. Developer shall show the proposed structural section on the site improvement plans. (DS-2)
85. Developer shall have the site improvement plans prepared on standard Development Services Division mylars by a civil engineer licensed in the State of California. The plans shall incorporate recommendations from soil engineering and geology reports. Prior to issuance of a grading permit, improvement plans must be approved by the City Engineer and the original ink-on-mylar plans filed with the Development Services Division. (DS-3)
86. Developer shall submit improvement plans and drainage calculations that demonstrate that storm drainage from the project property and all upstream areas will be safely conveyed to an approved drainage facility. The design and conveyance route shall be compatible with the City's Master Plan of Drainage and shall be approved by the City Engineer prior to approval of improvement plans. (DS-4)
87. Developer shall protect building pads from inundation during a 100-year storm. (DS-5)
88. Developer shall remove and replace all improvements that are damaged during construction. (DS-6)

89. Before connecting the project to existing sewer and water service laterals, Developer shall arrange for City staff to inspect such facilities. Developer shall make such repairs to such facilities as City staff determines to be necessary. Developer shall bring all existing water services into compliance with City standards. (DS-7)
90. Each structure shall be served by separate sewer and water services. There shall be no interconnections between structures. (DS-8)
91. If the existing sewer lateral is larger than four inches in diameter, Developer's site improvement plans shall include an on-site sewer plan. (DS-10)
92. A civil engineer licensed in the State of California shall prepare the public improvement plans and documents for this project in accordance with City standards and shall submit all such plans to the City Engineer. Such plans and documents shall include, but not be limited to, grading, street, drainage, sewer, water and other appurtenant improvement plans; a master utility plan showing the layout and location of all on-site and off-site utility improvements that serve the project; construction cost estimates, soils reports, and all pertinent engineering design calculations. City will not accept an application for the final map or parcel map for the project or issue a grading, site improvement or building permit until the City Engineer has approved all improvement plans. (DS-15)
93. Developer shall remove graffiti from the project, including graffiti on offsite public infrastructure under construction by Developer, within 24 hours of its appearance. If Developer fails to remove graffiti in accordance with this condition, the City may at the discretion of the Development Services Manager issue a stop work order until such time as the graffiti is removed. (DS-20)
94. The conditions of this resolution shall prevail over all omissions, conflicting notations, specifications, dimensions, typical sections, and the like, that may or may not be shown on the improvement plans. (DS-21)
95. Developer shall pay the cost of all inspections of on-site and off-site improvements. (DS-22)
96. Developer shall be responsible for all project-related actions of Developer's employees, contractors, subcontractors, and agents until City accepts the improvements. (DS-23)
97. Prior to beginning construction, Developer shall designate in writing an authorized agent who shall have complete authority to represent and to act for Developer. The authorized agent shall be present at the work site whenever work is in progress. Developer or the authorized agent shall make arrangements acceptable to City for any emergency work. When City gives orders to the authorized agent to do work required for the convenience and safety of the general public because of inclement weather or any other cause, and the orders are not immediately acted upon by the authorized agent, City may do or have such work done by others at Developer's expense. (DS-24)

98. "Standard Specifications for Public Works Construction," latest edition, and any modifications thereto by City, and City of Oxnard Standard Land Development Specifications and all applicable City Standard Plans, shall be the project specifications, except as noted otherwise on the approved improvement plans. City reserves the right to upgrade, add to, or revise these specifications and plans and all other City ordinances, policies, and standards. If the improvements required of this project are not completed within 12 months from the date of City's approval of the improvement plans, Developer shall comply with and conform to any and all upgraded, additional or revised specifications, plans, ordinances, policies and standards. (DS-27)
99. Developer shall retain a Civil Engineer licensed in the State of California to ensure that the construction work conforms to the approved improvement plans and specifications and to provide certified "as-built" plans after project completion. Developer's submittal of the certified "as-built" plans is a condition of City's final acceptance of the project. (DS-29)
100. All grading shall conform to City's grading ordinance and any recommendations of Developer's soils engineer that have been approved by the City Engineer. Developer shall conform to all applicable notes specified on the site improvement/grading plan cover sheet and grading permit. (DS-30)
101. Each lot shall drain into a street, alley, or approved drain so that there will be no undrained depressions. (DS-35)
102. Prior to issuance of a site improvement permit, Developer shall provide to the City Engineer easements or written consents from all affected landowners for any diversion of historical flows or change in drainage conditions caused by the project, as evidence that such landowners accept any additional water flowing over their property. (DS-36)
103. Prior to issuance of building permits, Developer shall present to the City Engineer a "Proof of Payment - Authorization for Building Permits" form issued by the Calleguas Municipal Water District. (DS-44)
104. Developer shall install City approved backflow prevention devices for water connections if so ordered by the City Engineer. (DS-45)
105. Prior to designing the water system for the project, Developer shall have a certified fire flow test performed to determine existing water pressure and flow characteristics. The water system shall be designed to allow for a 10 psi drop in the static water pressure measured during the fire flow test. After construction and before City issues a certificate of occupancy, the City Engineer may require a second test. Before performing the tests, Developer shall obtain permits from the City Engineer. Developer shall have all tests certified by a mechanical, civil, or fire protection engineer and provide written results of all tests to the City Engineer. (DS-47)

106. Developer shall submit a landscape irrigation plan prepared by a licensed professional, showing proper water meter size, backflow prevention devices, and cross-connection control. (DS-59)
107. Developer shall be responsible for and bear the cost of replacement of all existing survey monumentation (e.g., property corners) disturbed or destroyed during construction, and shall file appropriate records with the Ventura County Surveyor's Office. (DS-64)
108. Developer shall improve and upgrade the alley adjacent to the project property to City standards in effect at the time Developer submits grading or site improvement plans to City for approval. (DS-66)
109. Developer shall provide adequate vehicle sight distance as specified by CalTrans specifications at all driveways and intersections. (TR-71)
110. Developer, property owner or tenant shall participate in a Traffic Management Association (TMA) if one is formed and shall implement and participate in all programs and strategies established by the TMA. This condition shall be included in all leases and rental agreements for the project property. (TR-72)
111. Prior to issuance of a building permit, all traffic signal, pavement marking and sign plans shall be prepared by a registered California traffic engineer and approved by the City Engineer prior to issuance of a grading, site improvement or a building permit. (TR-74)
112. Prior to issuance of an encroachment permit, Developer's shall obtain City's approval of a contractor qualified to install traffic signals, pavement markings and signs. (TR-76)
113. In non-residential developments where fifty or more persons are employed, Developer shall include a transportation information center stocked with bus schedules, rideshare information, and related information on alternative methods of transportation. Developer or owner shall update such information at least once a month. (TR-77)

#### **STORMWATER QUALITY CONDITIONS**

114. Developer shall maintain parking lots free of litter and debris. Developer shall sweep sidewalks, drive aisles, and parking lots regularly to prevent the accumulation of litter and debris. When swept or cleaned, debris must be trapped and collected to prevent entry into the storm drain system. Developer may not discharge any cleaning agent into the storm drain system. (DS-84)

#### **DEVELOPMENT SERVICES DIVISION SPECIAL CONDITIONS**

115. Prior to issuance of a site improvement permit, Developer shall provide to the Development Services Division a compact Disc (CD) containing digital copies of the final subdivision map, address map, and civil improvements drawings in DWG format. Prior to improvement bond

release, Developer shall provide an updated CD containing all changes that occur during construction. (DS-101)

116. Prior to issuance of a site improvement permit, Developer shall provide proof or recordation of a lot merger with the adjacent southerly lot. (DS)
117. Developer shall provide a written analysis of whether the projects meets the definition of "Redevelopment" as defined in the Ventura Countywide Stormwater Quality Urban Impact Mitigation Plan ("SQUIMP"). If it is determined by the Development Services Manager that the project meets the definition of "Redevelopment", Developer shall provide stormwater mitigations as required by the SQUIMP. (DS)

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 6<sup>th</sup> day of March 2008, by the following vote:

AYES: Commissioners

NOES: Commissioners

ABSENT: Commissioners

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Michael Sanchez, Chairman

ATTEST: \_\_\_\_\_  
Susan L. Martin, Secretary