



Planning Division

**PLANNING COMMISSION
STAFF REPORT**

TO: Planning Commission

FROM: Brian Foote, AICP, Associate Planner

DATE: April 7, 2011

SUBJECT: Planning & Zoning Permit No. 09-500-06 (Special Use Permit).

- 1) **Recommendation:** That the Planning Commission adopt a resolution approving Planning and Zoning Permit No. 09-500-06 (Special Use Permit), subject to certain findings and conditions.

- 2) **Project Description and Applicant:** A request for approval of a Special Use Permit to construct a one-story 8,645 square-foot church facility, parking, landscaping, and related site improvements on a vacant 34,848 square-foot property. The applicant is requesting administrative relief from parking requirements in accordance with City Code §16-651(B)(4), in order to provide 32 on-site parking spaces instead of the Code required 34 spaces. The project site is located at 1200 Pacific Avenue, at the southeast corner of Pacific Avenue and Titan Place (APN: 220-0-291-155). Filed by Ramez Gerges, P.E., agent for Saint John the Baptist Coptic Church, 8 Baker Lane, Goleta CA 93117.

- 3) **Existing & Surrounding Land Uses:** The majority of the project site is vacant and unimproved, except for an existing 999 sq.ft. structure and generator for Verizon utilities located at the southwest corner of the property (not a part of this project). The property is surrounded on all sides by industrial development in the Channel Islands Business Center.

Project Site	ML-PD	Industrial Limited	Vacant except for a 999 sq.ft. structure
North	ML-PD	Industrial Limited	Dynacorn Int'l, Inc. (Wholesale)
South	ML-PD	Industrial Limited	Davilyn Corp. (Industrial – Other Specialties); Alex Moving & Storage
East	ML-PD	Industrial Limited	Ocean Pacific Technologies (Industrial – Manufacturing)
West	ML-PD	Industrial Limited	Leading Industry, Inc. (Manufacturing, Processing, Packing, or Assembly); Crystal Plastic Sales (Wholesale)

- 4) Background Information:** The subject property is within the Channel Islands Business Center (CIBC), and is one of the last parcels to develop in the CIBC. On December 23, 1986, the City of Oxnard accepted a grant deed from Told Corporation for the subject property as the result of a development agreement, for future development of the site as a fire station. After the City decided against constructing a fire station at that location, the property was declared surplus by City Council on August 4, 1998. On October 15, 1998, the Planning Commission determined that the proposed sale would be in conformance with the 2020 General Plan. Notices were sent to non-profit developers and public agencies, but no offers were received at that time. The small size of the property coupled with numerous easements and landscaping setbacks has affected the site's marketability for uses consistent with its zoning (ML-PD). Escrow proceedings with the current applicant began in 2009, and closure is currently pending. On August 6, 1987, the Planning Commission adopted Resolution No. 7051 approving the master development plan for the CIBC, and specifies conditions for improvements such as utilities, parking and access, screening and walls, landscaping, fire safety, and other development conditions.
- 5) Environmental Determination:** The project qualifies for exemption from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 (In-Fill Development Projects) for projects situated on properties less than five acres in size, consistent with the zoning and General Plan, surrounded by urban development, all public services and utilities are available, and no sensitive habitats or species exist on the property. There is no substantial evidence that the project may have a potentially significant effect on the environment, and therefore, staff recommends that the Planning Commission adopt the Notice of Exemption (Attachment C).
- 6) Analysis:**
- a) General Discussion:** The church has a total of approximately 150 members in the Oxnard area, and is affiliated with the Coptic Orthodox Diocese of Los Angeles. The church currently rents a facility located in Ventura for the Sunday services. For the Friday and Saturday evening services, the church is currently hosted at Saint Herman OCA Church located at 142 West Wooley Road in Oxnard. The proposed days and hours of operation are on Saturdays 5:00 PM – 9:00 PM and Sundays 7:00 AM – 2:00 PM, and will include worship services and related study classes. Attendance at Sunday services is currently 70 to 80 persons, and attendance at the Friday and Saturday services is currently 10 to 25 persons. The applicant does not contemplate any ancillary uses such as pre-school, daycare, etc. The adjacent commercial businesses typically do not operate on the weekends, and no conflicts are anticipated to occur in terms of traffic, access, or parking.
- b) General Plan Consistency:** The 2020 General Plan land use designation for the subject site is Industrial Limited and characterizes allowable land uses as "typically light manufacturing, assembly, and warehousing developed to higher development standards than may be found in other industrial zones." The designation of Industrial Limited (ILIM) includes similar lower-intensity uses such as a religious facility.

c) Conformance with Zoning Development Standards: The zoning designation of Limited Manufacturing (ML-PD) allows a church facility, subject to approval of a special use permit in accordance with §16-186.1(B). The proposed project is consistent with the applicable development standards as shown in the following table.

Development Standard	Requirement	Proposed Project	Compliance
Min. lot area §16-195	15,000 square feet	34,848 sq.ft. (existing)	Yes
Min. lot width §16-195	100 feet; 150 feet for corner lots	150 feet (existing)	Yes
Min. lot depth §16-195	150 feet	236 feet (existing)	Yes
Max. building height §16-196	35 feet; may increase 1 foot for each additional one foot increase to required setbacks.	34 feet max.	Yes
Front yard setback §16-197	20 feet min.	20 feet min.	Yes
Street side yard §16-197	20 feet min.	20 feet min.	Yes
Side yard setback §16-197	34 feet min.	43 feet	Yes
Rear yard setback §16-197	34 feet min.	116 feet	Yes
Max. lot coverage §16-198	50% max.	25%	Yes
Site landscaping §16-201	Entire front yard setback area. 15% min. (5,227 SF min.)	17% (6,000 SF)	Yes
Parking lot landscaping §16-641	5% (min.) of parking area. Landscape fingers required every 10 spaces, 9' wide. <i>Minimum: 660 SF</i>	Approx. 1,152 SF (10%). Landscape islands are 9' wide minimum.	Yes
Parking spaces §16-622	Assembly / Worship - 1 per 10 ft. of pew: 25 Seating - 1 per 5 seats : 4 Office - 1 per 250 sq.ft.: 1 Classroom - 1 per room: 4 <i>Code Minimum = 34</i> <i>Parking Study = 30</i>	31 vehicle 1 motorcycle	Yes, if PC approves Administrative Relief
Parking spaces §16-638	Min. 9' wide and 19' depth.	9' by 18' + 1' overhang; 9' by 17' + 2' overhang	Yes

- d) Site Design:** The subject property is surrounded by existing industrial properties to the east and south that provide reciprocal access, drainage, and utility easements. The subject property does not have separate individual access to the public street, since the overall design of the CIBC is intended to provide shared driveways and easements between properties. The building is proposed to be placed on the corner adjacent to the street, which would be unique since the industrial buildings in the CIBC have a significant front setback with the parking lots placed between the street and the structure (the increased front setbacks help to reduce the massive appearance of larger industrial and warehouse buildings). However, the proposal complies with all development standards, including setbacks. Access will be provided by the existing driveways on the east and south sides of the site, and the access easement for the existing driveway to the south will need to be widened by 5 feet to allow access to the project site. A reciprocal access agreement was previously recorded for the entire width of the existing driveway to the east. The proposal otherwise complies with all applicable provisions of the CIBC master development plan (e.g. utilities, parking and access, screening and walls, landscaping, fire safety, and general development conditions).
- e) Circulation and Parking:** A minimum of 34 off-street parking spaces are required per City Code §16-622(F), however, the applicant is requesting administrative relief from parking requirements pursuant to City Code §16-651(B)(4). The applicant prepared a parking study which demonstrated that 30 spaces are required for the proposed use. The Traffic Engineering Division has reviewed and accepted the parking study. A total of 32 spaces are proposed (one motorcycle and 31 vehicle spaces) and would be sufficient according to the parking study. The church members may use the available on-street parking adjacent to the subject property, but those on-street spaces cannot be counted toward the minimum off-street parking requirement. On-site circulation will be conveniently provided by the driveways on the east and south sides of the site, consistent with the existing access easements.
- f) Building Design:** The proposed structure will be single-story and 34 feet in height, and the architecture will be consistent with the historic Coptic Church design theme. Each side of the exterior has a unique architectural design (e.g. arches, domes, window framing) to provide distinctiveness and avoid the monotonous repetition of typical industrial warehouses. Architectural treatment includes offset rooflines, roof styles, cornice, and varying window sizes and shapes. Minor trim elements include inset doorways, wood panel doors, and score lines within the smooth stucco exterior. Roof domes will be lightweight metal panels painted gold, and a portion of the roof on the north side will be painted sheet metal in a tile pattern. The proposed design does not conflict with any City design requirements or guidelines.

The project site is located within the CIBC and is subject to the applicable Covenants, Conditions & Restrictions (CC&R's) of the CIBC. The CC&R's empower the CIBC architectural committee to review the project and make a determination regarding the construction's compatibility. Therefore, Planning special condition #19 requires written support from the CIBC Board prior to issuance of a building permit.

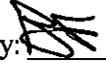
g) Landscaping and Open Space: The proposal will comply with landscape requirements. A 15-foot wide landscape strip is required between the public sidewalk and parking lot, and 15 feet will be provided (adjacent to Titan Place). A minimum of 15% (5,227 sq.ft.) of the site must be landscaped, and approximately 17% (6,000 sq.ft.) is proposed. A minimum of 5% (660 sq.ft.) of the parking lot must be landscaped, and approximately 10% (1,152 sq.ft.) is proposed.

7) Development Advisory Committee: The Development Advisory Committee (DAC) reviewed the proposal on March 3, 2010, September 8, 2010, and December 1, 2010. Recommendations of the DAC are included in the attached resolution.

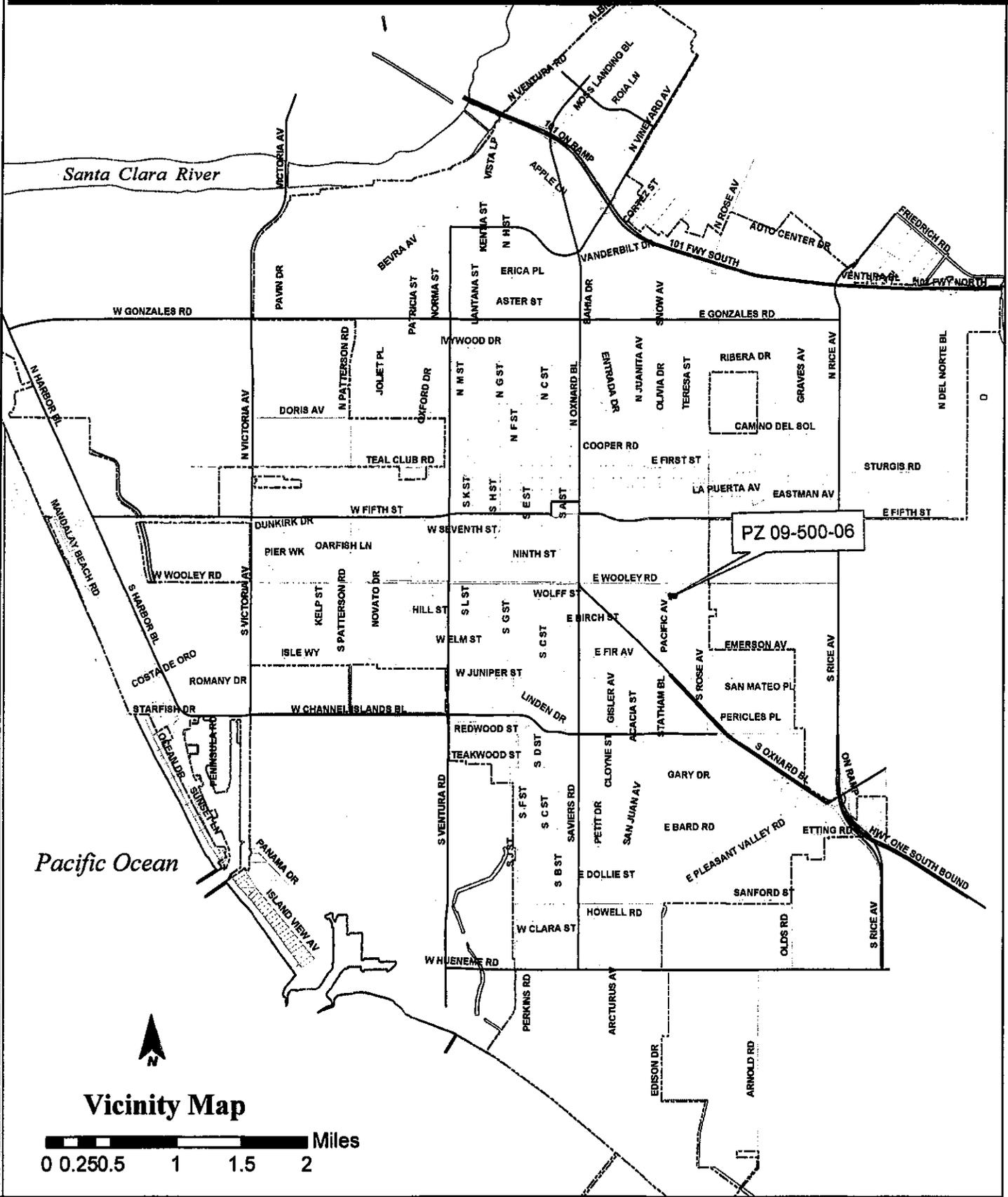
8) Appeal Procedure: In accordance with Section 16-545 of the City Code, the Planning Commission's action may be appealed to the City Council within 18 days after the decision date. Appeal forms may be obtained from the City Clerk and must be submitted with the appropriate fees before the end of the appeal period.

Attachments:

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

Prepared by:  BF
Approved by:  SM

Vicinity Map



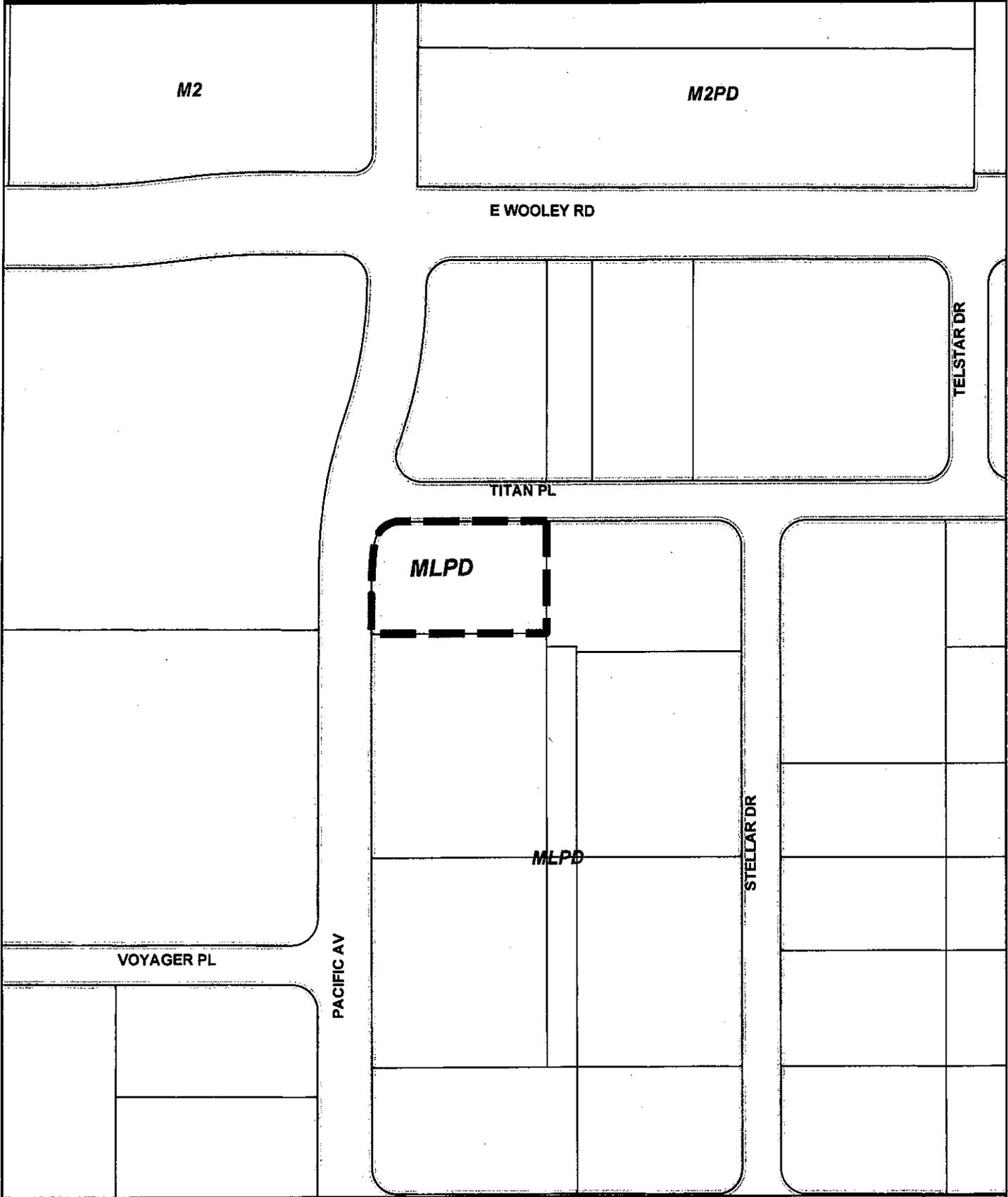
PZ 09-500-06



Oxnard Planning
March 11, 2011

PZ 09-500-06
Location: 1200 Pacific Ave
APN: 220029115
St John The Baptist Coptic Church

Zone Map

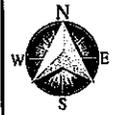


Oxnard Planning
March 11, 2011

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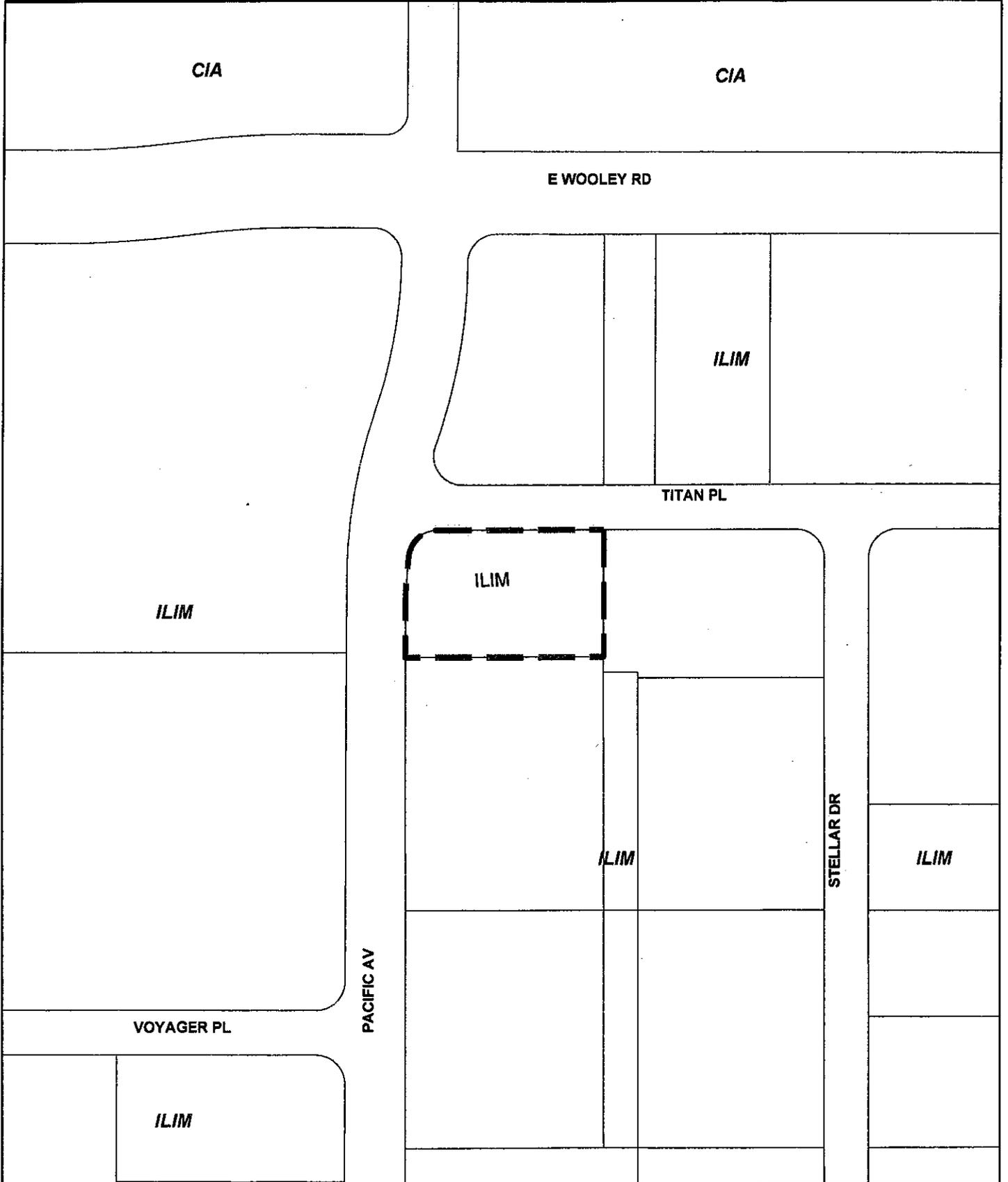
0 37.5 75 150 225 300 Feet

Zone Map



1:2,170

General Plan Map



PZ 09-500-06
Location: 1200 Pacific Ave
APN: 220029115
St John The Baptist Coptic Church

0 37.5 75 150 225 300 Feet

General Plan Map



PROJECT INDEX

- T-1 TITLE SHEET
- C-1 SITE SURVEY
- C1.1 SITE PLAN / EASEMENTS
- G-0 GRADING NOTES & DETAILS
- G-1 DEMOLITION PLAN
- G-2 GRADING AND DRAINAGE PLAN
- G-3 EASEMENT LEGEND
- A-1 PLOT PLAN
- A-2 FLOOR PLAN
- A-3 ROOF PLAN
- A-4 BUILDING SECTION
- A-5 BUILDING ELEVATION
- A-5.1 BUILDING FINISHING ELEVATION
- A-6 BUILDING ELEVATION
- A-6.1 BUILDING FINISHING ELEVATION
- A-7 SITE LIGHTING PLAN
- A-8 TRASH ROOM DETAILS / DETAILS
- L-1 LANDSCAPE PLAN

RECEIVED

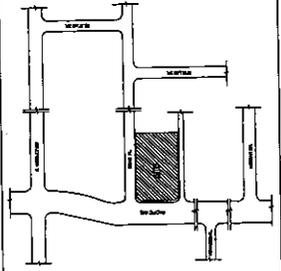
FEB 15 2011

PLANNING DIVISION
CITY OF OXNARD

THIS PROJECT WILL REQUIRE / COMPLY WITH THE FOLLOWING:
 ANY PLUMBING FIXTURES HAVING A FLOOD LEVEL LOWER THAN THE FLOOD LEVEL OF THE FLOOD CONTROL COVER, IS REQUIRED TO HAVE A BACK WATER VALVE INSTALLED PER ALL OF THE REQUIREMENTS OF C.P.C. 710.0.
 ALL WORK ON THIS PROJECT IS TO BE PERFORMED AND COMPLETED IN CONFORMANCE WITH THE MOST RECENT APPROVED EDITIONS OF THE CALIFORNIA BUILDING CODE, PLUMBING, MECHANICAL, AND ELECTRICAL CODES.
 ALL ELECTRICAL WORK IS SUBJECT TO FIELD INSPECTION. ANY APPROVALS THAT APPEAR TO AUTHORIZE NON-CONFORMANCE WITH THE ADOPTED STANDARDS ARE NOT VALID.

THIS PROJECT COMPLY WITH THE CITY OF LOS ANGELES ADOPTED BUILDING CODES:
 ● SEPARATE APPLICATIONS, PLAN CHECKS, & PERMITS ARE REQUIRED FOR:
 A) ELECTRICAL WORK
 B) MECHANICAL WORK
 C) PLUMBING WORK
 D) BLOCK WALLS / FENCES
 E) DEMOLITION

VICINITY MAP



NOT TO SCALE

**SAINT JOHN THE BAPTIST
COPTIC ORTHODOX CHURCH
1200 PACIFIC AVE., OXNARD, CA. 93033
DIOCES OF SOUTHERN CALIFORNIA & HAWAII**

FATHER YOUSSEF ZAKI PH. (805) 616-5952
 RAMEZ L. GERGES, PhD, PE PH. (805) 252-8234

OWNER: PARISH CHURCHES OF THE DIOCES
OF LOS ANGELES,
SOUTHERN CALIFORNIA & HAWAII
 3803 WEST MISSION BLVD.
POMONA, CALIFORNIA 91766
(909)865-8378

NASSEF ESKANDER & Associates
Architect
 NASSEF ESKANDER, AIA
 76 West Pamela Rd., Arcadia
 (626) 233 - 1114 www.nassef647@yahoo.com

SYMBOLS

- SP ELECTRICAL SMOKE DETECTOR WIRING TO PRIMARY POWER SUPPLY MOUNTED ON THE CEILING OR PER ELECTRICAL CODE AND APPROVED BY FIRE MARSHAL.
- EXHAUST FAN CEILING MOUNTED (MIN. 5 AIR CHANGE PER HOUR)
- DRAWINGS NO.
- SHEET NO.
- DOOR SYMBOL NO.
- WINDOW SYMBOL NO.
- SLOPE DIRECTION
- FIRE EXTINGUISHER CABINET CONTAINING 2.1A OR 10BC WATER EXTINGUISHER PORTABLE UNIT. (ALSO DURING CONSTRUCTION)
- EXIT SIGN (6" X 12" TH. LETTERS) FLOOR LEVEL MIN. FIVE FOOT CANDLE LUMINATION AT FLOOR LEVEL. EXIT SIGN MUST BE CONNECTED TO EMERGENCY ELECT. SYSTEM
- WATER HEATER (GAS OR TYPE 1 - 15' ABOVE FIN. FLR. 50 GA. BY A.O. SMITH WATER PRODUCTS CO. (U.N.C.). WATER HEATERS TO BE STRAPPED AT THE TOP & BOTTOM TO THE WALL ADJACENT.

STRUCT.: ANGAD FARAG, PE
ARE ENGINEERING SERVICES
20853 KINGSCREST DR.
SAUGUS, CA 91350
TEL: (818) 793-2980

CIVIL : RAGY SAMY, PE
ARE ENGINEERING SERVICES
20853 KINGSCREST DR.
SAUGUS, CA 91350
TEL: (909) 851-8870

MECH:

ELECT:

LANDSCAPE: Yael Iur
1010 SYCAMORE AVE., UNIT #313
LOS ANGELES, CA 91030
TEL: (323) 258-8222

SCOPE OF WORK:

BUILD ASSEMBLY HALL (CHURCH) WITH
SUNDAY CLASSROOMS, OFFICES & BLDG. SERVICES

LEGAL DESCRIPTION

MAP BOOK # : 105 - PAGES 39 THRU 41
 LOT NO. : 28
 TRACT NO. : 4184
 ZONING : LIMITED MANUFACTURING ML-PD
 EXISTING USE : VACANT
 PROPOSED USE : S-2 OCCUPANCY
 COUNTY : CITY OF OXNARD
 VENTURA COUNTY

PROJECT SUMMARY:

PROPERTY AREA : 8645 SQ.FT.
 BUILDING AREA : 31 PARKING SPACES
 NO. OF CARS PROVIDED : 2 SPACES
 PARKING REQUIRED : 2 SPACES
 ACCESSIBLE PKG. : 34 FEET
 BUILDING HEIGHT : ONE STORY
 NUMBER OF STORIES :

TYPE OF CONSTRUCTION:

BUILDING IS TYPE "V" - 1 HR THROUGHOUT W/ FIRE
SPRINKLER SYSTEM.

- THE BUILDING WILL BE FULLY SPRINKLERED - FIRE SPRINKLER PLANS WILL BE SUBMITTED TO THE FIRE DEPARTMENT FOR APPROVAL UPON SECURING BUILDING PERMIT AND PRIOR TO INSTALLATION. FIRE SPRINKLER TYPE "NFPA 13 or 13 D" WILL BE USED.
- THIS BUILDING WILL HAVE FIRE ALARM SYSTEM PLANS FOR FIRE ALARM SYSTEM WILL BE SUBMITTED TO THE FIRE DEPARTMENT FOR APPROVAL PRIOR TO INSTALLATION.
- CONTRACTOR TO PROVIDE FIRE EXTINGUISHER DURING CONSTRUCTION AS REQUIRED BY FIRE DEPT. FIELD INSPECTOR.
- THE CONSTRUCTION SHALL NOT RESTRICT A FIVE-FOOT CLEAR AND UNRESTRICTED ACCESS TO ANY WATER OR POWER DISTRIBUTION FACILITIES, POWER POLES, PULL-BOXES, TRANSFORMERS, VALVES, PUMPS, VALVES, METERS, APPURTENANCES, ETC. OR TO THE LOCATION OF THE HOOR-CUP.
- THE CONSTRUCTION SHALL NOT BE WITHIN TEN FEET OF ANY POWER LINES WHETHER OR NOT THE LINES ARE LOCATED ON THE PROPERTY. FAILURE TO COMPLY MAY CAUSE CONSTRUCTION DELAYS AND/OR ADDITIONAL EXPENSES.

08/23/10

16/12/10

T-1

NASSEF ESKANDER & ASSOCIATES
 76 West Pamela Road
 Arcadia, CA. 91007
 (626) 233-1114
 (909) 851-8870
 nassef647@yahoo.com

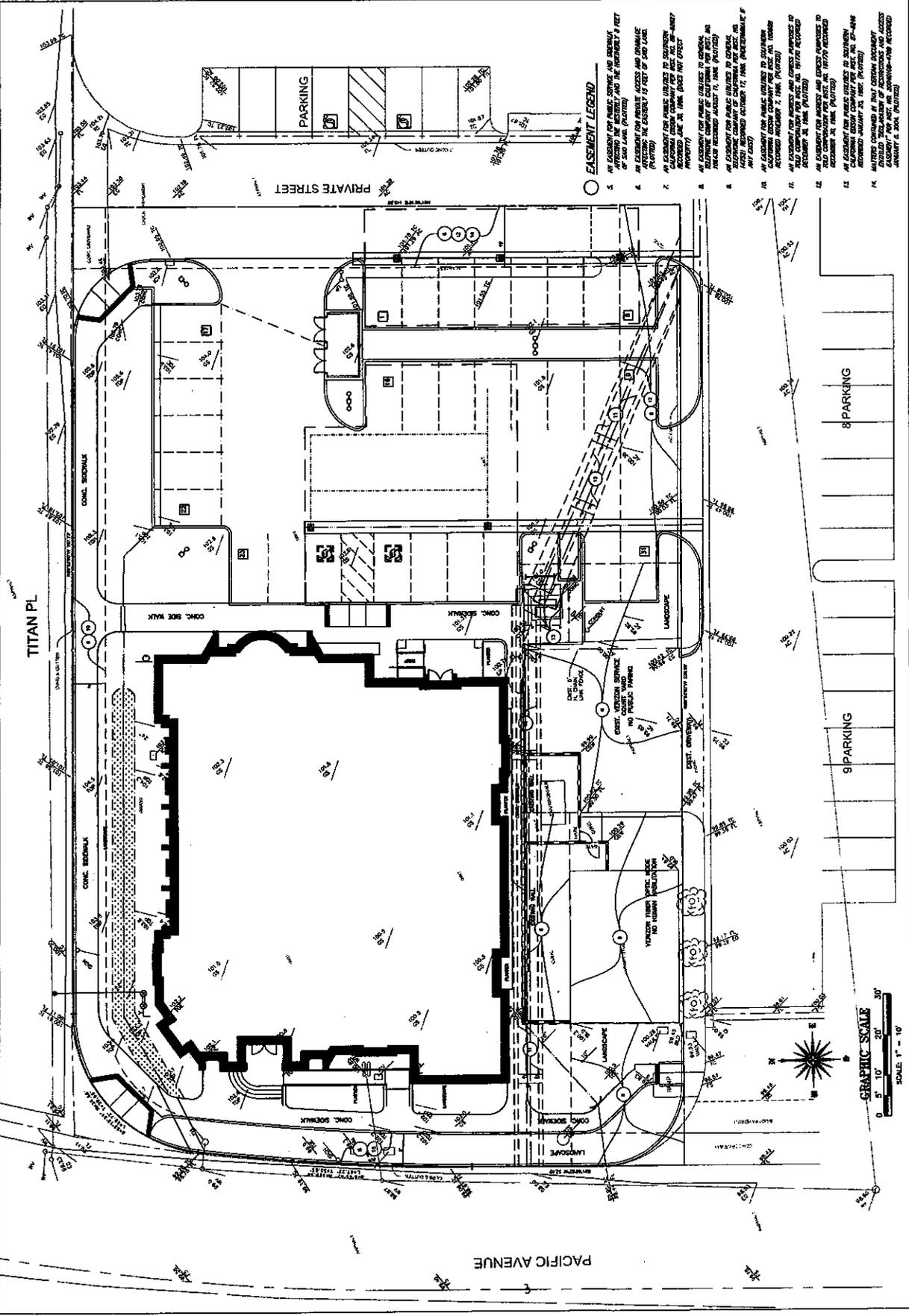
SHEETS OF SHEETS

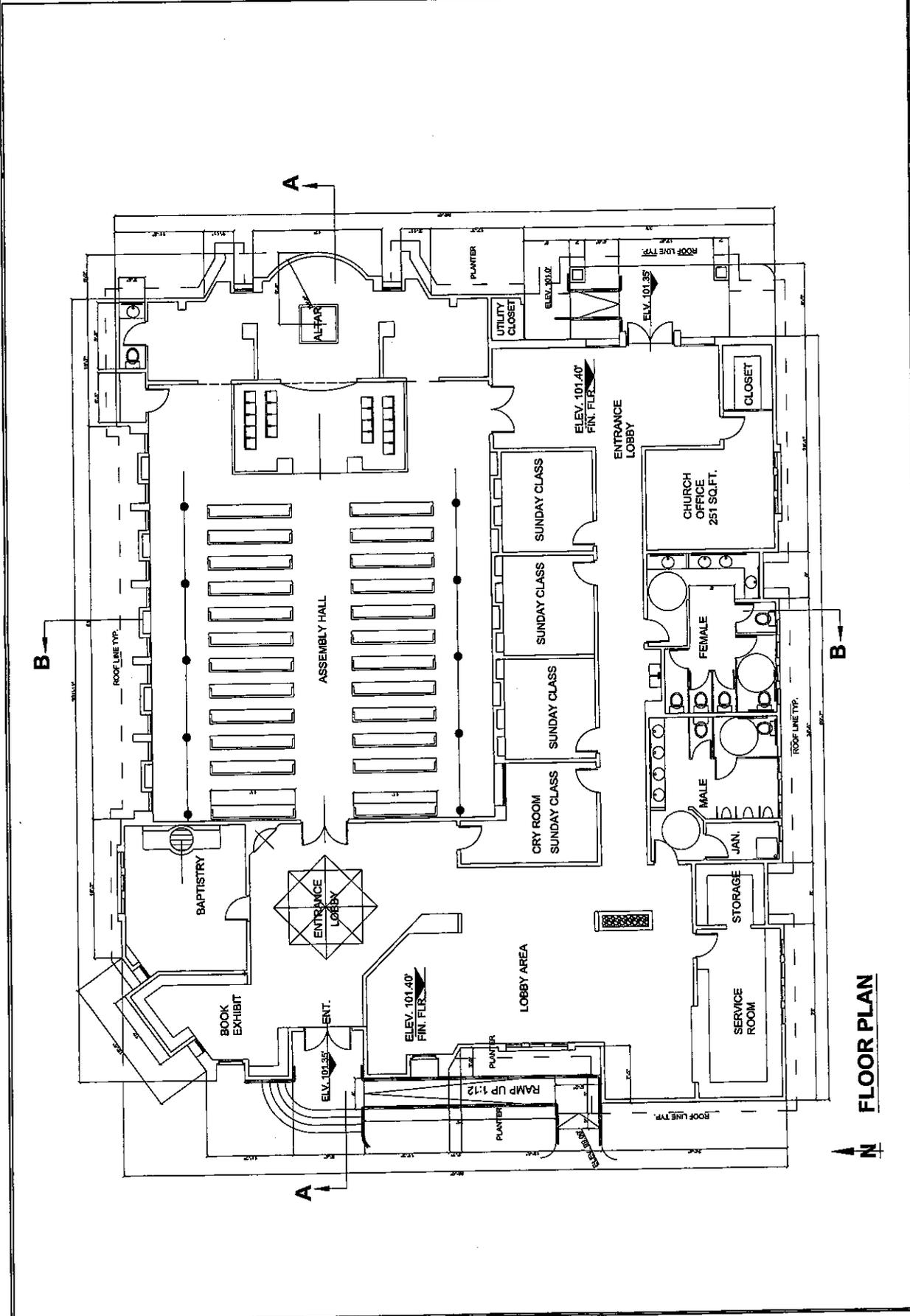
PROJECT NO.



Saint John the Baptist
Coptic Orthodox Church
 1200 Pacific Ave., Oxnard, CA

REVISION





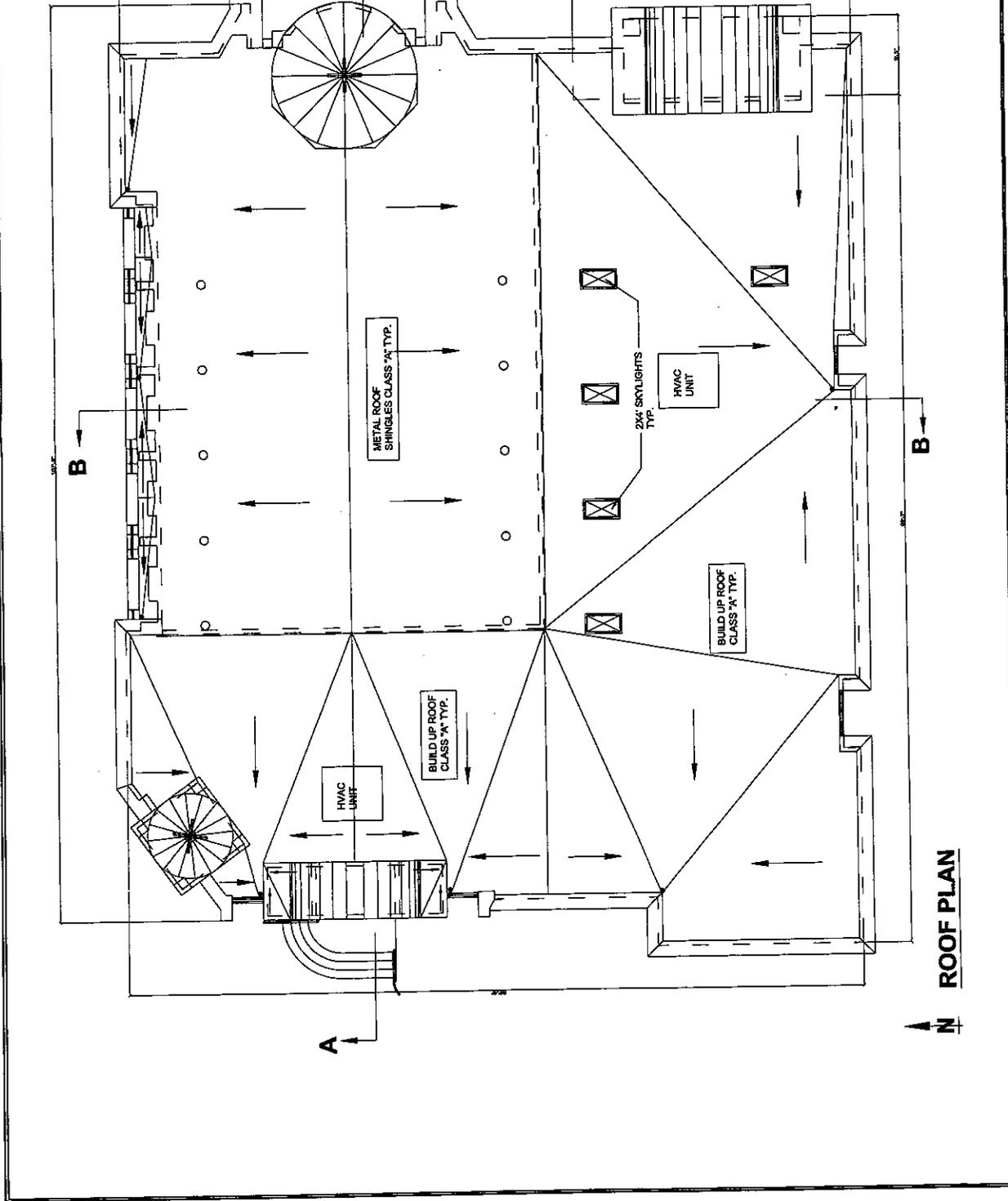
FLOOR PLAN

NASSEF ESKANDER & ASSOCIATES
 78 West Pamela Road
 Arcadia, CA 91007
 Tel: (626) 447-7173
 Fax: (626) 447-2700
 nasnef@hydra.com

Saint John the Baptist
 Coptic Orthodox Church
 1200 Pacific Ave., Oxnard, CA

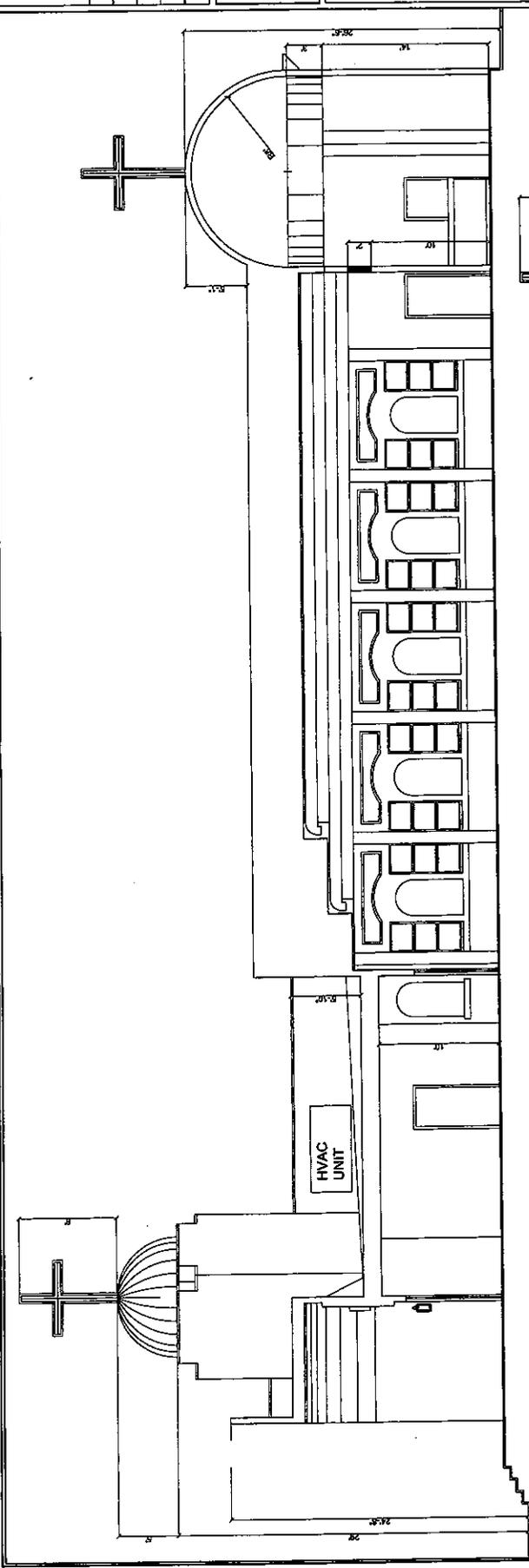


REVISION	DATE	BY	CHKD

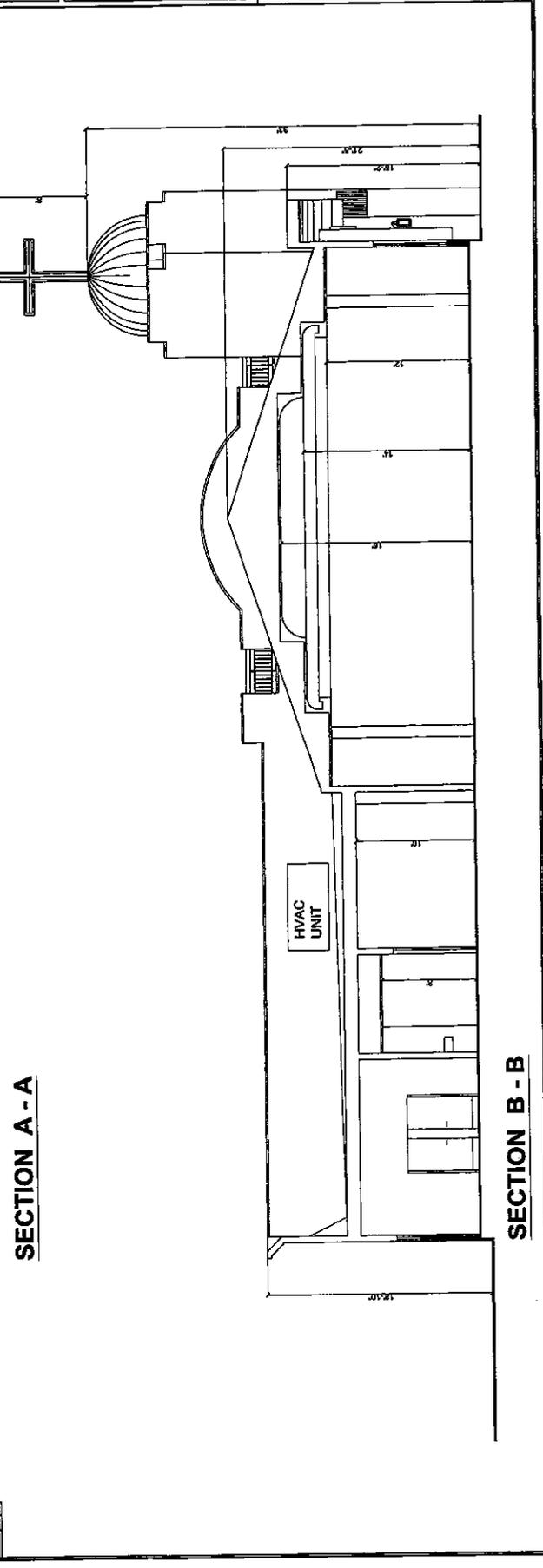




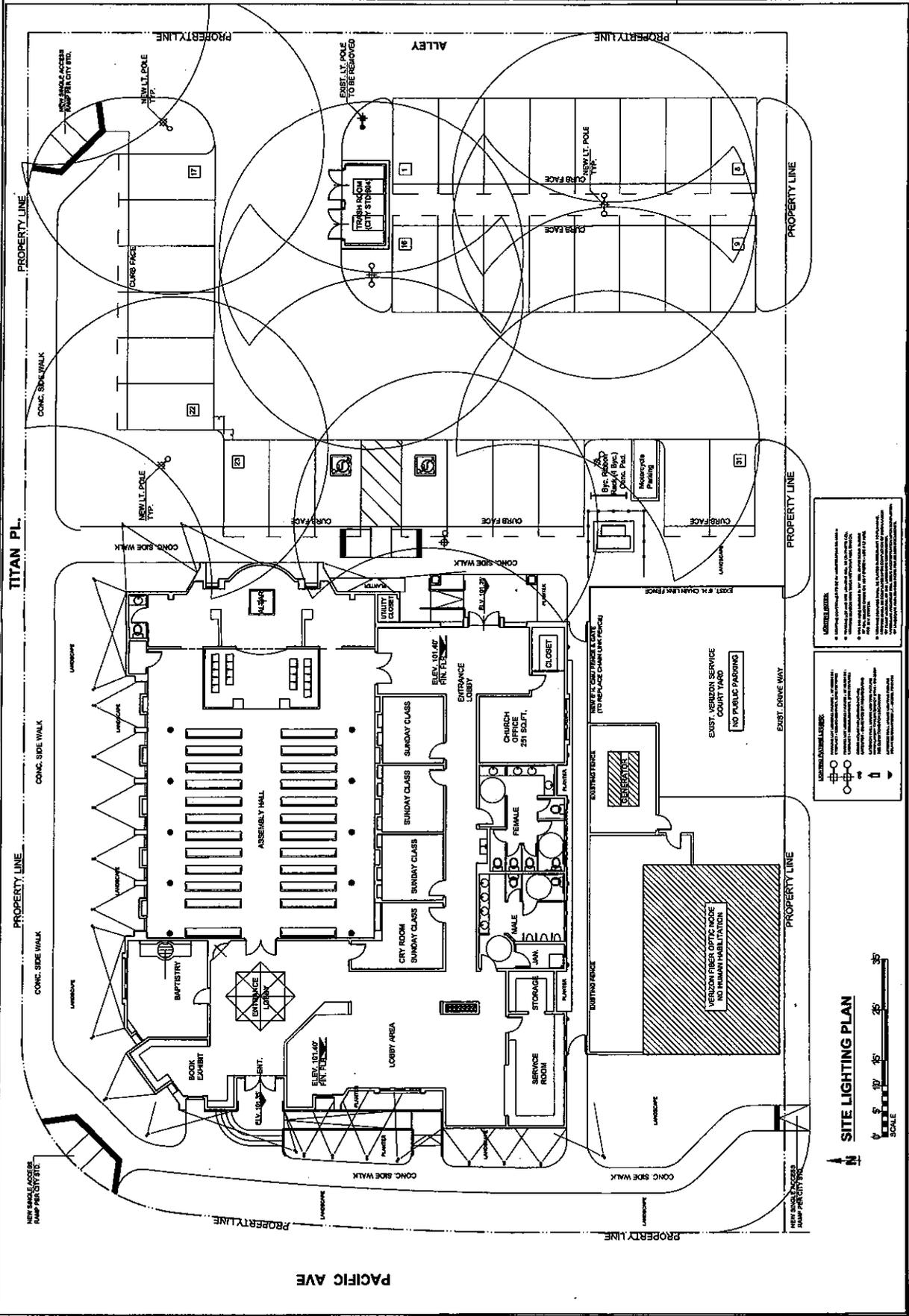
REVISION	DATE
	10/16/2010



SECTION A - A



SECTION B - B



REVISION

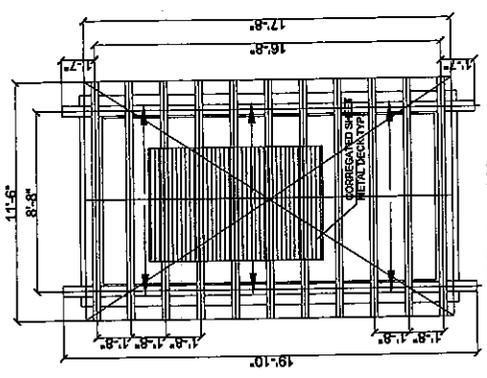
10/18/2010



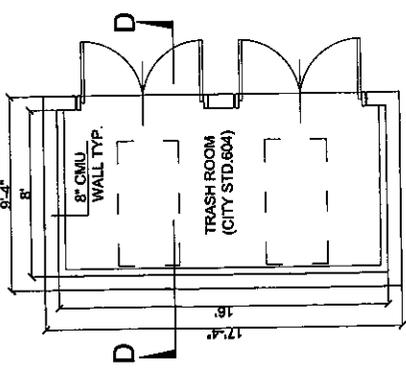
Saint John the Baptist
Coptic Orthodox Church
Diocese of Los Angeles & Hawaii
1200 Pacific Ave., Oxnard, CA

NASSER ESKANDER & ASSOCIATES
78 West Parkside Road
Arcadia, CA 91007
Tel: (626) 447-2700
Fax: (626) 447-2713
www.neska.com

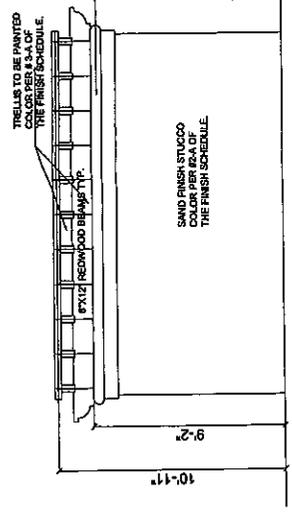
PROJECT NO. A-6
SHEET OF SHEETS
DATE: 10/18/2010
JOB: SAINT JOHN THE BAPTIST COPTIC ORTHODOX CHURCH
DRAWN BY: N.E.
CHECKED BY: N.E.
SCALE: 3/8" = 1'



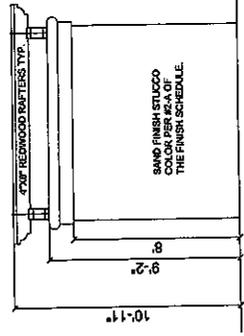
ROOF PLAN



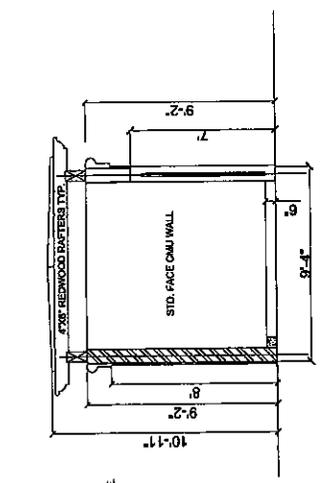
TRASH ENCLOSURE



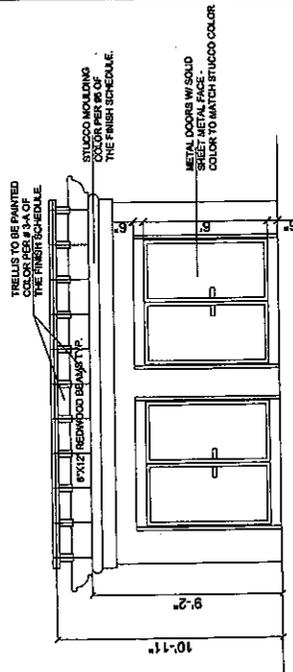
SOUTH ELEVATION



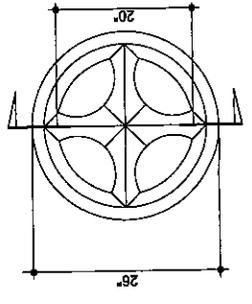
WEST ELEVATION
(EAST ELEV. SIM.)



SECTION D - D



NORTH ELEVATION



MOLDING DETAIL
N.T.S.

2

1



NOTICE OF EXEMPTION

Project Description:

Planning & Zoning Permit No. 09-500-06 (Special Use Permit) – A request for approval of a Special Use Permit to construct a one-story 8,645 square-foot church facility, parking, landscaping, and related site improvements on a vacant 34,848 square-foot property. The applicant is requesting administrative relief from parking requirements in accordance with Zoning Code §16-651(4), in order to provide 32 on-site parking spaces instead of the Code required 34 spaces. The project site is located at 1200 Pacific Avenue, at the southeast corner of Pacific Avenue and Titan Place. Filed by Ramez Gerges, P.E., agent for Saint John the Baptist Coptic Church, 8 Baker Lane, Goleta CA 93117.

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, §15332 – In-Fill Development Projects
- Statutory Exemption
- Emergency Project
- Quick Disapproval [CEQA Guidelines §15270]
- No Possibility of Significant Effect [CEQA Guidelines §15061(b)(3)]

Supporting Reasons: In accordance with Section 15332 of the *CEQA Guidelines*, projects located in urbanized areas within city limits, property less than 5 acres in size, consistent with General Plan and zoning designations, and with no significant adverse environmental effects, may be found to be exempt. The project satisfies all criteria contained in Section 15332, and there is no substantial evidence that the project may have a potentially significant effect on the environment. Therefore, staff has determined that the project qualifies for exemption.

(Date)

Susan L. Martin, AICP
Planning Division Manager

RESOLUTION NO. 2011 –

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING & ZONING PERMIT NO. 09-500-06 (SPECIAL USE PERMIT), TO CONSTRUCT A ONE-STORY CHURCH FACILITY TOTALING 8,645 SQUARE-FEET ON A VACANT 34,848 SQUARE-FOOT PROPERTY, LOCATED AT 1200 PACIFIC AVENUE (APN: 220-0-291-155). FILED BY RAMEZ GERGES, P.E., AGENT FOR SAINT JOHN THE BAPTIST COPTIC CHURCH, 8 BAKER LANE, GOLETA CA 93117.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 09-500-06 (Special Use Permit), filed by Ramez Gerges, P.E., on behalf of Saint John the Baptist Coptic Church, 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.

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

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

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

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

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, *G-1*).
2. This permit is granted for the plans dated December 30, 2010 (“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. 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*)
4. 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)

5. 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)
6. 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)
7. 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)

PLANNING DIVISION STANDARD CONDITIONS

8. 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)
9. 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)
10. Developer may not modify any use approved by this permit unless the Planning Division Manager determines that Developer has provided the parking required by the City Code for the modified use. (PL, PL-7)
11. 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)
12. 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)

13. Developer shall provide for dust control at all times during project property preparation and construction activities. (B/DS, *PL-13*)
14. 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*)
15. 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*)
16. 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*)
17. 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*)
18. 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

19. Prior to the issuance of a building permit, the Developer shall provide written support from the CIBC management association regarding compatibility of the proposed construction. (PL)
20. The applicant shall be responsible for maintaining the landscaping, trees, and irrigation system within the landscape planters located along the southerly property line adjacent to the driveway. The landscape shall be maintained to be consistent with landscaping for the church site. (PL)
21. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, such as in restrooms or fitting rooms, 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. (PL)

LANDSCAPE STANDARD CONDITIONS

22. 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)
23. 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)
24. 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)
25. 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)
26. 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)
27. Developer shall install an irrigation system that includes a water sensor shut off device as a water conservation measure. (PK, PK-22)

LANDSCAPE SPECIAL CONDITIONS

28. Developer shall install one tree (36" box size) in the landscape finger planter adjacent to parking stall #31 near the south property line. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)
29. Developer shall install a 36" high continuous visual screen, at time of planting, within the street-side setback adjacent to Titan Place to help screen parked cars from the adjacent roadway. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)
30. Developer shall plant evergreen, self-clinging vines (5 gallon size) to exterior walls at trash enclosure location. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)
31. Developer shall plant street trees (48" box size) located along Titan Place no closer than 5 feet behind the proposed monolithic sidewalk, and trees shall not be planted in a basin of a bioswale. Revise the NORTH SWALE SECTION A, Sheet L-1, to illustrate this requirement. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)

32. Developer shall select a different shrub material to replace *Euonymus*. The plant material *Euonymus* is not recommended for Sunset Zone 24. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)
33. Developer shall replace the landscaping and irrigation, to the satisfaction of the Planning Manager, in the existing landscape planters located adjacent to the southerly property line adjacent to the driveway. The replacement landscape and irrigation shall be compatible and consistent with proposed landscaping for the church site. If the existing trees in these landscape planter locations are to remain, they shall be pruned and cleaned up. The revision shall be included on the landscape plan prior to issuance of a landscape permit. (PK)
34. The Developer's Landscape Architect or Architect shall provide the City with written confirmation that they have reviewed the civil engineering construction drawings and that the NPDES requirements are not in conflict with meeting the City's landscape requirements. The written confirmation shall be provided prior to issuance of a landscape permit. (PK)
35. All landscaping and irrigation shall comply with Ordinance No. 2822, which adopted the City of Oxnard Landscape Water Conservation Standards. The Landscape Architect shall include a written statement of compliance on the landscape plan, and compliance shall be demonstrated prior to issuance of a landscape permit. (PK)

FIRE DEPARTMENT STANDARD CONDITIONS

36. Developer shall construct all vehicle access driveways on the project property to be at least 26 feet wide. Developer shall mark curbs adjacent to designated fire lanes in parking lots to prohibit stopping and parking in the fire lanes. Developer shall mark all designated fire lanes in accordance with the California Vehicle Code. (FD/B, F-1)
37. 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)
38. 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)
39. 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. The tests must be certified by a mechanical, civil, or fire protection engineer. 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)
40. 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)

41. The project shall meet the minimum requirements of the “Fire Protection Planning Guide” published by the Fire Department. (FD, *F-6*)
42. 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*)
43. Developer shall identify all hydrants and fire protection equipment on the project property as required by the Fire Chief. (FD, *F-8*)
44. Developer shall provide central station monitoring of the fire sprinkler system and all control valves. (FD, *F-10*)
45. The turning radius of all project property driveways and turnaround areas used for emergency access shall be approved by the City Traffic Engineering Department. (FD, *F-11*)
46. 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*)
47. Developer shall install in each structure in the project an alarm system with a central station monitor that will automatically notify the Fire Department in the event of a fire in the structure. The alarm system shall include a UL or State Fire Marshal approved device, which shall not exceed design specifications, that reports the location of the fire and allows the central station monitor to inform the Fire Department of the point of entry into the structure that is nearest the fire. (FD, *F-13*)
48. 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*)
49. Developer shall comply with Certified Unified Program Agency (CUPA) requirements regarding the storage, handling and generation of hazardous materials or waste. Prior to the issuance of building permits, Developer shall contact the CUPA division of the Fire Department to ensure that such requirements are followed. (FD, *F-16*)

FIRE DEPARTMENT SPECIAL CONDITIONS

50. Fire sprinkler coverage is required for:
 - a. Patios, overhangs or any other projections that are 48” or more from the structure;
 - b. Open areas beneath stairs that serve a habitable space or when that area is accessible for storage or has mechanical equipment;
 - c. The protection of the forced air unit when located in the attic or other areas that are normally inaccessible. (FD)

51. Before the City issues a Certificate of Occupancy, the developer shall install a Knox key vault at a location to be determined by the Fire Department. (FD)
52. Developer shall ensure Fire Department access through man-gates, either by Knox lock devices or other Fire Department approved means. (FD)

DEVELOPMENT SERVICES STANDARD CONDITIONS

53. 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)
54. 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)
55. 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)
56. 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)
57. Developer shall protect building pads from inundation during a 100-year storm. (DS-5)
58. Developer shall remove and replace all improvements that are damaged during construction. (DS-6)
59. 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)
60. Curb cut widths and design shall conform to City ordinances, standards, and policies in effect at the time City issues an encroachment permit. (DS-9)
61. 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)

62. Developer shall enter into an agreement, approved as to form by the City Attorney, to install and construct all public improvements required by this permit and by the City Code and shall post security satisfactory to the Finance Director, guaranteeing the installation and construction of all required improvements within the time period specified in the agreement or any approved time extension. *(DS-14)*
63. 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)*
64. 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-16)*
65. 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)*
66. 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)*
67. Developer shall pay the cost of all inspections of on-site and off-site improvements. *(DS-22)*
68. Developer shall be responsible for all project-related actions of Developer's employees, contractors, subcontractors, and agents until City accepts the improvements. *(DS-23)*
69. 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)*

70. "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)
71. 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)
72. 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)
73. 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)
74. 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. (DS-38)
75. 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)
76. Developer shall install City approved backflow prevention devices for water connections if so ordered by the City Engineer. (DS-45)
77. 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)
78. 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)

79. Developer shall provide adequate vehicle sight distance as specified by CalTrans specifications at all driveways and intersections. (DS/TR, *TR-71*)
80. 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. (DS/TR, *TR-72*)
81. Developer shall install bike racks in accordance with City standards at locations approved by City Traffic Engineer. (DS/TR, *TR-73*)
82. Developer shall pay to the County of Ventura a road mitigation fee in accordance with the agreement between the City and the County of Ventura. Proof of payment shall be provided to the Development Services Division prior to issuance of a building permit. (DS/TR, *DS-105*)

DEVELOPMENT SERVICES SPECIAL CONDITIONS

83. Developer shall design the grass swale filter and infiltration devices in accordance with the Technical Guidance Manual for Stormwater Quality Control Measures. Design calculations shall be included in the project drainage report. (DS)
84. Developer shall revise the project stormwater treatment scheme to provide treatment for areas F & G of the Preliminary Hydrology study. (DS)
85. Developer's engineer shall provide City with written confirmation that they have reviewed the landscape construction drawings within the NPDES grass swale filter areas and that the proposed landscaping conforms to SQUIMP standards for grass swale filters. (DS)
86. Developer shall provide a 6 inch minimum vertical drop between the flow line of the parking lot concrete gutter and the flow line of the grass swale filter at each location where stormwater enters the filter swale. The transition between gutter flow line and swale flow line shall be constructed similar to a concrete ribbon gutter. (DS)
87. Developer shall install a perforated underdrain below all grass swale filter constructed with a longitudinal slope of less than 1%. Underdrain shall connect to a point of safe discharge as approved by the Development Services Manager. (DS)
88. Developer shall provide site specific analysis and recommendations from a geotechnical engineer for design and implementation of proposed stormwater infiltration devices. Geotechnical Engineering analysis and recommendations shall include, but not necessarily be limited to, determination of site soil infiltration rates, depth to permeable soil layers, methods to reach permeable soil layers, appropriate compaction rates, recommendations to enhance infiltration, and methods (e.g. Pre-treatment) to minimize long-term occlusion of soil porosity. Design plans shall implement approved design recommendations. Grading plans shall implement temporary fencing or other similar barriers to prevent compaction of the soil in the infiltration devices during construction. (DS)

89. Developer shall provide a pre-treatment BMP for all infiltration based devices. Pre-treatment shall be designed to minimize long-term occlusion of soil porosity. Final design of the pre-treatment method and associated holding capacity of device shall be subject to approval by the Development Services Manager. (DS)
90. Developer shall construct a minimum 7 foot wide sidewalk at all locations where the sidewalk is constructed adjacent to the front of parking spaces. (DS)
91. Prior to issuance of a site improvement permit, Developer shall dedicate a sidewalk easement to City that encompasses all portions of the proposed or existing sidewalk along Pacific Avenue and Titan Place not within an existing City easement. (DS)
92. Final design of the transition of the sidewalk along Pacific Avenue is subject to approval of the Development Services Manager. (DS)
93. Developer shall use existing utility laterals (sewer and water) stubbed to the property unless determined impractical by the Development Services Manager. (DS)
94. Developer shall construct a concrete apron along the length of the trash enclosure opening that extends a minimum of 15 feet from the face of the enclosure. (DS)
95. Prior to issuance of a site improvement/grading permit, Developer shall provide proof of a recorded ingress/egress easement (or similar document) that provides for use of neighboring properties for access to project parking lot. (DS)
96. Prior to issuance of a site improvement/grading permit, Developer shall provide proof of written permission from adjacent properties for construction proposed on adjacent lots including, but not necessarily limited to, alterations to existing pavement, curbs, and gutters. (DS)

STORMWATER QUALITY CONDITIONS

97. Developer shall construct double-bin trash enclosures (one bin for recycle use) with a solid non-combustible roof (8-foot minimum clearance) that prevents stormwater from entering the refuse bins. Developer shall construct all other components of the trash enclosure in accordance with the approved City Standard Plan on file with the Development Services Division. Developer shall finish the trash enclosure to match the major design elements of the main structure. The finish and roof appearance shall be indicated on the building plans and are subject to approval by the Planning Division . The location and configuration of trash enclosures shall be reviewed and approved by the Environmental Resources Division. All refuse bins on the site shall be stored in an approved trash enclosure. No objects other than refuse bins may be stored in the trash enclosure without the written permission of the Environmental Resources Division. (DS-79)

98. Developer shall design parking lot and other drive areas to minimize degradation of stormwater quality. Using Best Management Practices (BMPs), such as oil and water separators, sand filters, landscaped areas for infiltration, basins or approved equals, Developer shall intercept and effectively prevent pollutants from discharging to the storm drain system. The stormwater quality system design shall be approved by the City Engineer prior to the issuance of a site improvement permit. *(DS-81)*
99. Using forms provided by the Development Services Division, Developer shall submit a stormwater quality control measures maintenance program ("the Program") for this project. If the BMPs implemented with this project include proprietary products that require regular replacement and/or cleaning, Developer shall provide proof of a contract with an entity qualified to provide such periodic maintenance. The property owner is responsible for the long-term maintenance and operation of all BMPs included in the project design. Upon request by City, property owner shall provide written proof of ongoing BMP maintenance operations. No grading or building permit shall be issued until the Development Services Manager approves the Program and Developer provides an executed copy for recordation. *(DS-82)*
100. Developer shall clean on-site storm drains at least twice a year; once immediately before the first of October (the beginning of the rainy season) and once in January. The City Engineer may require additional cleaning. *(DS-83)*
101. 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)*
102. Prior to issuance of a certificate of occupancy, on-site storm drain inlets shall be labeled "Don't Dump - Drains to Ocean" in accordance with City standards. Before City issues a site improvement permit, the requirement to label storm drain inlets shall be shown on the civil engineering plans. *(DS-85)*
103. Prior to issuance of a grading permit or commencement of any clearing, grading or excavation, Developer shall provide the City Engineer with a copy of a letter from the California State Water Resources Control Board, Storm Water Permit Unit assigning a permit identification number to the Notice of Intent (NOI) submitted by Developer in accordance with the NPDES Construction General Permit. Developer shall comply with all additional requirements of the General Permit, including preparation of a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP shall identify potential pollutant sources that may affect the quality of discharges to stormwater and shall include the design and placement of recommended Best Management Practices (BMPs) to effectively prohibit pollutants from the construction site entering the storm drain system. Developer shall keep the SWPPP updated to reflect current site conditions at all times and shall keep a copy of the SWPPP and the NOI on the site and make them available for City or designated representative to review upon request. *(DS-86)*

ENVIRONMENTAL RESOURCES DIVISION

104. 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.
105. 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.
106. 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.

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 7th day of April, 2011, by the following vote:

AYES: Commissioners

NOES: Commissioners

ABSENT: Commissioners

Patrick Mullin, Chair

ATTEST: _____
Susan L. Martin, Secretary