



**OJAI VALLEY
MUNICIPAL
ADVISORY
COUNCIL**

**REGULAR MEETING NOTICE AND AGENDA
Monday, April 19, 2021 at 7:00 PM
Meeting via ZOOM
Ojai Valley, CA**

Chair: Chris Cohen, Vice Chair: Joseph Westbury
Council Members: Barbara Kennedy, Grace Malloy, Terry Wright,

Join Zoom Meeting

<https://zoom.us/j/94872465179?pwd=amIMUC8zQk5ZcGxsdzViYytyaGRIUT09>

Meeting ID: 948 7246 5179

Passcode: OVMAC

One tap mobile

+16699006833,,94872465179#,,,,*808615# US (San Jose)

SPECIAL NOTICE: IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER, VENTURA COUNTY BOARD OF SUPERVISORS RESOLUTION NO. 20-20 DECLARING A LOCAL EMERGENCY REGARDING THE COVID-19 VIRUS AND THE "STAY WELL AT HOME" ORDERS ISSUED BY THE COUNTY PUBLIC HEALTH OFFICER, THE HALL OF ADMINISTRATION BUILDING IS CLOSED TO THE PUBLIC. THIS VENTURA COUNTY CLIMATE EMERGENCY COUNCIL MEETING WILL BE CONDUCTED VIA ZOOM AND TELEPHONICALLY.

REGARDING MEETING PARTICIPATION:

IF YOU WOULD LIKE TO ACCESS AND PARTICIPATE IN THE MEETING, PLEASE SEND AN EMAIL TO OVMAC@VENTURA.ORG OR CALL 805-654-2703 AT LEAST THREE (3) HOURS BEFORE MEETING TIME, AND ZOOM AND/OR CALL-IN INFORMATION WILL BE PROVIDED.

REGARDING PUBLIC COMMENTS:

IF YOU WISH TO MAKE EITHER A GENERAL PUBLIC COMMENT OR COMMENT ON A SPECIFIC AGENDA ITEM BEING HEARD, YOU CAN SUBMIT YOUR COMMENT VIA EMAIL BY 4:00 PM THE DAY OF THE MEETING TO THE FOLLOWING ADDRESS: OVMAC@VENTURA.ORG OR CALL (805) 654-2703. PLEASE INCLUDE THE FOLLOWING INFORMATION IN YOUR EMAIL: (A) MEETING DATE, (B) AGENDA ITEM NUMBER, (C) SUBJECT OR TITLE OF THE ITEM, (D) YOUR FULL NAME. DURING PUBLIC COMMENT ON THE AGENDA ITEM SPECIFIED IN YOUR EMAIL, YOUR WILL BE SUBMITTED FOR THE RECORD.

- 1. Call to Order of the Meeting**
- 2. Flag Salute**
- 3. Roll Call**
- 4. Adoption of the Agenda**

- 5. Public Comments by Citizens on matters Not Appearing on the Agenda (Time limit per item – three minutes).**
- 6. City of Ojai Planning Commission Update**
- 7. Approval of the Meeting Minutes of February 19, 2021**
 - a. Draft Minutes attached
- 8. Approval of OVMAC Memorandum to County RMA Planning Staff regarding OVMAC Application Review Procedures**
 - a. Draft Memorandum attached
- 9. Informational Items.**
 - a. Receive a Presentation regarding the RV @ 33 Parking Permit Program – Board of Supervisors Hearing on 4/13/21
- 10. Councilmember Comments**
- 11. Adjournment**

FOR FURTHER INFORMATION, and for persons who require accommodation for any audio, visual or other disability in order to review an agenda, or to participate in a meeting of the Municipal Advisory County per the American Disabilities Act (ADA), may obtain information or assistance by Supervisor Matt LaVere's Office at 805-654-2703 or e-mail ovmac@ventura.org. Any such request for disability accommodation must be received at least 48 hours prior to the scheduled meeting for which assistance is requested.

Additional Ojai Valley MAC information is available online please visit us at: <https://www.ventura.org/board-of-supervisors/district-1/ovmac/>



**OJAI VALLEY
MUNICIPAL
ADVISORY
COUNCIL**

**DRAFT MEETING MINUTES
Thursday, February 18th @ 6 P.M.
Meeting via ZOOM
Ojai Valley, CA**

Chair: Chris Cohen Vice Chair: Joseph Westbury
Council Members: Grace Malloy, Terry Wright, Barbara Kennedy

Executive Officer Clensay called the meeting to order at 6:02 PM.

ROLL CALL

PRESENT: Members Cohen, Kennedy, Malloy, Westbury, and Wright

ABSENT: None

**STAFF: Maruja Clensay, Executive Officer
Brian Brennan, District 1 Representative
Thomas Chaffee, County Planner**

OATH OF OFFICE ADMINISTRATION

Supervisor Matt LaVere administered the Oath of Office to all Councilmembers of the Ojai Valley Municipal Advisory Council (OVMAC)

NEW BUSINESS

1. Election of Ojai Valley Municipal Advisory Council Chair and Vice-Chair for 2021.

Councilmember Westbury nominated Councilmember Chris Cohen for the position of 2021 OVMAC Chair. Councilmember Wright seconded the motion.

Upon call of the roll the vote was as follows:

AYES: Members Cohen, Kennedy, Malloy, Westbury and Wright

NOES: None

RECUSED: None

ABSENT: NONE

Executive Officer Clensay declared the motion carried 5-0

Councilmember Malloy nominated Councilmember Joseph Westbury for the position of 2021 OVMAC Vice Chair. Councilmember Wright seconded the motion.

Upon call of the roll the vote was as follows:

AYES: Members Cohen, Kennedy, Malloy, Westbury and Wright

NOES: None

RECUSED: None

ABSENT: NONE

Executive Officer Clensay declared the motion carried 5-0

2. Supervisor Communications

Supervisor LaVere introduced District 1 staff as a resource for the Ojai Valley Municipal Advisory Council and citizens throughout the Ojai Valley. Supervisor LaVere provided an update regarding a COVID Vaccination site in Ojai which is set to open by February 22nd.

Supervisor LaVere discussed potentially increasing the OVMAC from 5 members to 7 and wanted to hear Council thoughts as it would require a revision to the By-Laws. Member Wright mentioned that prior configuration was 7 members, which was then dropped to 5 because new councilmembers could not be retained. Member Kennedy concurred and recalled that when we had 7, it would give a bit of leeway for votes, and acknowledged if people are inquiring and have an interest, she wouldn't want them to be turned away. Member Westbury stated he wasn't opposed to 7, but it's important to have representation for each unincorporated area of the valley. Supervisor LaVere concurred and acknowledged there is room to grow that geographic diversity as there isn't a member from representing the heart of the valley or the eastern part of the valley.

Chair Cohen asked if we could revise the By-Laws to have minimum of "5 up to 7" in case all 7 members could not be appointed. Supervisor LaVere agreed that this amendment could be drafted.

Member Malloy made a motion to revise the By-Laws from 5 members to "minimum of 5 members up to 7 members". Member Kennedy seconded.

Upon call of the roll the vote was as follows:

AYES: Chair Cohen, Vice-Chair Westbury, Member Kennedy, Member Malloy, Member Wright

NOES: None

RECUSED: None

ABSENT: NONE

Executive Officer Clensay declared the motion carried 5-0

- 3. Public Communications** - Supervisor LaVere noted OVMAC Members can share comments as citizens; this would be added to the end of the Agenda and future agendas.

CONSENT ITEM

4. Approval of the Meeting Minutes of December 19, 2019 (Camp Ramah)

Member Wright made a motion to approve the draft minutes as presented. Chair Cohen seconded.

Upon call of the roll the vote was as follows:

AYES: Chair Cohen, Vice-Chair Westbury, Member Wright

NOES: None

RECUSED: Member Kennedy, Member Malloy

ABSENT: NONE

Executive Officer Clensay declared the motion carried 3-0, with 2 abstentions.

FORMAL ITEM

- 5. Review of new Conditional Use Permit for an AT&T Wireless Cell Tower (Case No. PL20-0095).** Location: 511 Fairview Rd. (APN 010-0-170-210). AT&T proposes to install a new 40-foot-tall wireless communication facility designed as a faux Eucalyptus tree with equipment installed at the base comprising 776 square feet of a 107.26 acre site, located in the Agricultural Exclusive zone (AE-40) with a land use designation of Open Space.

Planner: Thomas Chaffee Thomas.chaffee@ventura.org

Members of Public: None

Emails: None

Documents: Visual Presentation by Staff

Project Planner Thomas Chaffee presented the project plans/photo simulations and discussed the project with the OVMAC. The facility would be 0.4 miles from Highway 33, and 0.5 miles from Fairview Road.

Member Wright asked for additional images from the rights-of-way. Mr. Chaffee indicated he would obtain more images from AT&T for OVMAC and the hearing. Mr. Chaffee also shared the wireless facility is a 4G facility, not a 5G facility, will improve signal in the area, and will have a backup generator for emergency purposes. Member Kennedy shared her experience with the lack of service and was appreciative of increasing service in this area.

Member Malloy inquired about the proposed materials on the faux eucalyptus tree. Mr. Chaffee noted that they are synthetic fire-resistant material and would provide more specific information to OVMAC per Member Malloy's request.

Vice-Chair Westbury asked for the location of the closest residence. Mr. Chaffee noted that besides the property owner, the nearest resident is 866 feet away; other nearby resident is ~1,500 feet away. Member Malloy inquired about the notification process of nearby residents. Mr. Chaffee described the County noticing protocol for discretionary decision-maker hearings. OVMAC Executive Officer Ms. Clensay noted that OVMAC will share these meeting minutes with those residents who will be notified of the future hearing as the OVMAC mailing/noticing list is being recreated.

Vice-Chair Westbury commented that he was OK with it being that the subject property owner is in agreement with it, and its sited away from residences. Chair Cohen concurred and noted that the hill it will be on already has infrastructure on it, and the faux tree is shorter than existing trees on the project site. Member Kennedy's biggest concern is the potential colocation on the facility and that the OVMAC needs to think about these kind of things as they review future wireless applications. But in this case, Member Kennedy stated this location is great, it's where it should be, and it has the right placement.

Member Malloy asked about fire risks with these facilities. Mr. Chaffee commented that County Fire and Environmental Health reviews wireless applications and provides conditions for these types of applications, and these towers are very fire resistant. Member Wright asked about lightning protection. Mr. Chaffee commented that all wireless facilities are grounded.

Member Wright asked if City of Ojai Planning Commissioner Steve Quilici had any comments on this project. Mr. Quilici did not have any comments, but relayed past practice of having a City of Ojai Planning Commissioner attend the monthly OVMAC meetings to relay current City of Ojai projects to the Council. Executive Officer Ms. Clensay agreed and noted future meeting agendas will contain line item for this correspondence.

Member Kennedy made a motion to recommend approval of the project as presented. Member Wright seconded.

Upon call of the roll the vote was as follows:

AYES: Chair Cohen, Vice-Chair Westbury, Member Wright, Member Kennedy, Member Malloy

NOES: None

RECUSED: None

ABSENT: None

Executive Officer Clensay declared the motion carried 5-0.

Mr. Chaffee iterated he would provide the additional information requested by the OVMAC as soon as possible. Planning Commissioner Quilici requested a copy of the RF maps to show signal strength in the City of Ojai limits.

INFORMATIONAL ITEMS

6. RV @ 33 Parking Permit Program Update –

District Representative Brian Brennan provided an update to the OVMAC regarding the 12-month Parking Program along Crooked Palm and N. Ventura Avenue by Highway 33. The program ordinance was executed by the Board of Supervisors on December 10, 2020 for those RVs and individuals that were present in the project area at the time of the adoption. 92 vehicles were permitted upon the program's inception. At January 2021, we had ~88 vehicles in the program. Part of permit requirement is permittee must check in One Stop weekly on Thursdays, which has a Shower Pod, Mental Health Services, and Medical Services.

As of mid-February 2021, there are 76 permits in the program. We have provided additional amenities including trash bins, port-a-potties, and a weekly pumping service. We have been successful in connecting people to services, including a family with two children into housing. Mr. Brennan described the road zones of the permit program and requiring the vehicles to move from Crooked Palm to/from Ventura Avenue on a weekly basis.

OVMAC Member Wright had questions regarding the state of the Petro Chem site adjacent to the RVs, as it looks blighted. Mr. Brennan said he would follow up with the property owner to confirm any plans with the existing buildings and will bring an update to the subsequent meeting.

OVMAC Member Kennedy stated she took a bicycle trip on the trail to Ventura about 6 weeks ago and had three different encounters with homeless. The first was by Foster Park at the bridge; the second was a make-shift encampment by the river behind the sanitary district; and the third was at Crooked Palm where the bike trail is adjacent to the road. A homeless individual harassed her and friend. Mr. Brennan said that specific area of Crooked Palm [adjacent to the bike path] has been cleaned up, no more RVs, and noted that prior individuals in this area had mental health issues. Mr. Brennan surveys all areas around the RV Program with the Sheriffs Office and will look at the area by the sanitary district per Member Kennedy's statement.

Member Malloy had questions regarding the December 9, 2021 deadline noting it may be difficult to remove people close to the holidays as experienced this past holiday season. Mr. Brennan stated the December 9, 2021 date was firm in the ordinance, and we regularly remind the permittees of the deadline. Member Malloy offered volunteer efforts with adjacent agricultural properties. Mr. Brennan said as we move forward with the program that may be an option, and he will continue to keep OVMAC updated with the RV Program status.

7. Ojai Valley Organics Application Update –

Executive Officer Ms. Clensay provided an update regarding the pending application for the Ojai Valley Organics Conditional Use Permit. District 1 was reached out to by the applicant and the City of Ojai City Manager regarding the status of the application which appears to be in paralysis. Ms. Clensay provided some historical context regarding the prior use of the site, a County owned property, and the difficulty of being able to find an operator for the site. Being that it was a former burn site, there are potential challenges for building code compliance. Ms. Clensay confirmed that District 1 staff is working with County RMA and PWA staff to see if there are any alternative means and methods to comply with code that could be realized with this needed operation for the Ojai Valley. Application still needs to be deemed complete, so it will come back to the OVMAC, and then will go before decision maker for review and approval.

Member Wright recalled some requirement related to the Ag Commissioner that had resulted with prior operators walking away from the project. Ms. Clensay concurred that there was a specific requirement related to mulching and grinding and a specific insect, but that this operator

was familiar with this requirement and had the appropriate equipment to comply with the Ag Commissioner's standards.

Chair Cohen asked about the location off Old Baldwin Road; Member Kennedy asked if it was going to be where the old one was at; Ms. Clensay stated that was her understanding; Member Kennedy said you cannot see that site from the road. Ms. Clensay noted that District 1 received a letter from the City of Ojai City Manager echoing the need for this service in the Ojai Valley area. Member Kennedy really appreciates PWA and RMA looking creatively at this project.

8. Board Comments for Items not on the Agenda -

Member Wright had a question for Planning Commissioner Quilici regarding the bike trail project with plantings and ramps by Bocu. Is this something the City of Ojai is aware of?

Commissioner Quilici was there have been a couple of projects from Bocu that did not trigger a Planning Commission hearing. He has not seen one that had to deal with the trail specifically but acknowledged there may be other projects including these improvements that were previously approved by the Director. The property is inside the City of Ojai, but the County is responsible for the trail. Member Wright thought the improvements made are wonderful and wished other adjacent property owners would do something like that.

Chair Cohen noted new flashing lights at crosswalks outside of Meiners Oaks Elementary and it's really great to see with improving safe routes to school. One intersection is Tico/W. Lomita has no stop sign for turning right onto Lomita. Drivers do not look forward as they are looking left for traffic on Lomita. Wanted to flag this area for potential future improvements in conjunction with safe routes to school.

Member Malloy announced there will be a new Farmers Market on Thursdays in the Chaparral High School Campus in Downtown Ojai run by board of community members farmers. The New Farmers Market will start June 5th, running from 3:00 PM – 7:00 PM.

Commissioner Quilici asked where on campus would the market be. Member Malloy stated it would be outside in the courtyard.

9. Future Meeting Schedule - 3rd Monday every Month at 7:00 PM, applications permitting. Advertised ovmac@ventura.org for future OVMAC notices and agendas.

10. Adjournment

Executive Officer Clensay adjourned the meeting at 7:46 PM.

TO: Dave Ward, Planning Director, Resource Management Agency
FROM: Maruja Clensay, Executive Officer, Ojai Valley MAC (OVMAC)
RE: OVMAC Hearing Scheduling & Materials Requirements

In order to facilitate collective duties, please note and circulate the following regarding scheduling and submitting matters for consideration of the OVMAC. Planners should feel free to call or email me to discuss issues pertaining to the OVMAC. Advance notice of ripening projects is appreciated.

Maruja Clensay, Executive Officer
E-mail: Maruja.Clensay@ventura.org
Phone: (805) 654-2703

Which projects require MAC review? Developer Initiated:

- General Plan and Ordinance Amendments
- Zone Change
- New Planned Development (PD) Permits and Conditional Use Permits (CUP)
- Minor and Major Modifications to PD Permits and CUPs
- Subdivisions
- Tentative Parcel Maps (4 or fewer lots)
- Tract Maps (5 or greater number of lots)

Permit Adjustments and Change of Use for projects located adjacent to Highway 33 shall be provided to the Executive Officer to determine if they need to be heard by the OVMAC.

The Planning Division shall coordinate with the Executive Officer for projects not listed above that may require review by OVMAC.

When are MAC Meetings? The third Monday of every month at 7:00 PM – Held via ZOOM until further notice.

When are projects ready for MAC review?

Discretionary projects shall be reviewed by the OVMAC after the application is deemed complete and the California Environmental Quality Act (CEQA) document is available for public review, or a Categorical Exemption staff preliminary determination has been made. In special circumstances where the Planning Division determines a proposed project

requires early consultation by the OVMAC, the Executive Officer shall schedule a meeting prior to the CEQA document being completed.

What materials should be submitted for MAC review? Digital copies of the following:

- The complete application package:
 - Discretionary Application including detailed project description
 - Project Plans (site, floor, elevation)
- If applicable, the draft CEQA document and supporting materials (executive summaries of supporting documents may be adequate, check with Executive Officer).
- List of property owners within a 300-foot radius of the project and radius map
- Draft conditions (if available)
- If the project is adjacent to Highway 33, a materials and color board, sign plan, and conceptual landscape plan

When should materials be submitted to Supervisors office? The Monday prior to the scheduled meeting date.