



OJAI VALLEY MUNICIPAL ADVISORY COUNCIL

REGULAR MEETING NOTICE AND AGENDA

18 Valley Road, Oak View
Monday, October 17, 2022 -
7:00PM

Chair: Chris Cohen, **Vice Chair:** Joseph Westbury

Council Members: Barbara Kennedy, Grace Malloy, Terry Wright

Public Comments FOR IN PERSON MEETINGS may be provided using the following TWO options:

Option 1: E-MAIL PUBLIC COMMENT - If you wish to make a comment on a specific agenda item, please submit your comment to the Executive Officer at ovmac@ventura.org for that item via email by 3:30 p.m. the day of the meeting to ensure your letter is received and entered into the record. 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 COMMENT WILL BE SUBMITTED FOR THE RECORD. Please limit your written correspondence to 300 words or less.

Option 2 – IN PERSON PUBLIC COMMENT - If you wish to make a comment in-person, you must be present at the meeting location and provide your comment prior to the close of the public comment period for the item you wish to speak on. Each meeting will have sign-in sheets to participate in Public Comment at the meeting location for in-person comments.

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

****SPECIAL GUEST** - U.S. Congressman Salud Carbajal (CA-24) – Meet & Greet**

7:05 PM – 7:35PM

5. Public Comments by Citizens on Matters Not Appearing on the Agenda
6. Approval of the Meeting Minutes of September 19, 2022 - Draft Minutes attached
7. City of Ojai Planning Commission Update

Formal Items;

8. Review of a Conditional Use Permit application for Hermitage Mutual Water Company (Case No. PL22-0038)

Request for a Conditional Use Permit for the Hermitage Mutual Water Company (HMWC) to permit and expand an existing legal nonconforming private water company. The project entails constructing two (2) new 11,000-gallon water storage tanks that would be tied into the existing water delivery system owned and operated by Hermitage Mutual Water Company. The two new tanks are located on APN 014-0-030-205 near the existing 9,850-gallon galvanized tank. There are 103 existing water service connections. At full build out, there would be 110 water service connections. The proposed project would allow for the applicant to become compliant with the Ventura County Water Works Manual (VCWWM). The project would authorize upgrades to the HMWC water storage facilities to provide the required VCWWM water storage supply for the existing 103 equivalent water service connections and an additional 7 water service connections within the HMWC service area.

The project site is located at 2289 Hermitage Road on a 39.57 acre site, zoned AE-40 (Agricultural Exclusive, 40 acre minimum lot size) with a Land Use Designation of Open Space.

Planner: Christopher Alberts **805-654-3136** christopher.alberts@ventura.org

9. Review of a Conditional Use Permit application for Proposed Bed-and-Breakfast Inn within Existing Dwelling (PL22-0126)

Request for a Conditional Use Permit to operate a bed-and-breakfast (B&B) inn within one existing three-bedroom, 1,607 square-foot dwelling for no more than seven consecutive days at a time. A maximum of six guests would rent the dwelling in its entirety by a customer and the customer's associated persons (family or friends) and not by separate customers. The proposed B&B Inn would be operated by the property owner who would occasionally occupy the B&B dwelling when not occupied by paying guests. Guests would be served breakfast by a family who lives in the on-site accessory dwelling unit and who service the property as employed caretakers on an ongoing basis. The B&B inn would not involve any new, additional employees. Guest parking would occur within the existing two-car garage (attached to the principal dwelling) and on the two existing uncovered designated parking spaces near the dwelling. Two short-term bicycle parking spaces or bike racks would be located on the property. No grading, no new construction, nor changes to the existing lighting are proposed. Existing, mature landscape vegetation along the street-side property line and side property lines largely screens the existing dwelling and on-site vehicles from Villanova Road. Events such as weddings, bar mitzvahs, and similar gatherings would be prohibited. No new signage is proposed or permitted. Quiet hours would be observed from 10:00 p.m. to 7:00 a.m.

The project site is located at 335 East Villanova Road on a portion of a 1.02-acre site, zoned RE-1 AC (Residential- Exclusive: 1 acre minimum size), with a Land Use Designation of Very Low Density Residential.

Planner: Charles Anthony **805-654-3683** charles.anthony@ventura.org

10. Consider Cancellation of December 19, 2022 OVMAC Meeting

As titled, consider cancelling the December OVMAC Meeting due to prior special meeting and scheduled site visit, and lack of discretionary projects to review at said meeting.

11. Announcements and Updates - Hwy 33 Intermodal Study – Cal Trans Update – January 23, 2023

12. Councilmember Comments

13. Adjournment: Next Meeting will be held on Monday, November 21st at 7:00PM IN PERSON at the Oak View Community Center

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 Council 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 at: <https://www.ventura.org/board-of-supervisors/district-1/ovmac/>



OJAI VALLEY MUNICIPAL ADVISORY COUNCIL

REGULAR MEETING **DRAFT MEETING MINUTES**

18 Valley Road, Oak View
Monday, September 19, 2022 -
7:00PM

Chair: Chris Cohen, **Vice Chair:** Joseph Westbury

Council Members: Barbara Kennedy, Grace Malloy, Terry Wright

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THE OVMAC IS CONDUCTING A **SITE VISIT AT 5:00PM AT THE KRISHNAMURTI FOUNDATION; LOCATED AT 1098 MCANDREW ROAD IN OJAI. WE WILL RECONVENE AT THE OAK VIEW COMMUNITY CENTER, 18 VALLEY ROAD FOR OUR REGULAR MEETING AT 7:00PM.**

1. Call to Order of the Meeting

Chair Cohen called the meeting to order at 7:03 PM

2. Flag Salute

3. Roll Call - All members were present.

4. Adoption of the Agenda - Agenda was adopted unanimously by the OVMAC as drafted.

5. Public Comments by Citizens on Matters Not Appearing on the Agenda

Public Comment No. 1: Dee Bennett and Derek Poultney - Advertising Meiners Oak Park (MOP) site for new park in Meiners Oaks. Letting community know about ability to get involved and to gather input. Asking for

people to sign up for the mailing list. Starting to network for public input and will keep you posted. If you are interested please go to imagineMOpark@gmail.com. You can also reach out to Supervisor LaVere's office for general information about the project.

Public Comment No. 2: John Brooks - Two quick things - lady in the Oak View ditch... can't get sidewalks - Understand that Caltrans and Supervisor LaVere's office is looking at Road Encroachment Permit and cost sharing with Caltrans.

Public Comment No. 3: Ron Solorzano – Regional library for Ojai Valley – updates on what we are doing; October/November is One County One Book season; Contact the library for more information. The Oak View Library is operational; the Meiners Oaks Library is closed and planning to relocate to the Meiners Oaks elementary campus but we have secured a classroom there for a homework center operating after school hours. Both centers will be opening up recruitment for homework center coordinators. If you are interested please reach out to me or Sharon Dykstra, positions will be posted in the next few weeks.

6. City of Ojai Planning Commission Update

No member was present and no report was emailed to the Executive Officer.

7. Approval of the Meeting Minutes of July 18, 2022 - Draft Minutes attached

Motion made by Member Wright to approve as presented, seconded by Kennedy.

Approved 4-0, with Malloy abstaining.

Formal Items:

8. Review of a Conditional Use Permit application for Ojai Valley Organics (Case No. PL13-0178)

The applicant requests a modified Conditional Use Permit be granted to authorize the continued operation of a "Commercial Organics Processing Operation, Large-Scale (over 1,000 cubic yards on site). The 112 acre project site is located at 534 Baldwin Road, near the intersection of State Highways 33 and 150 in the Ojai area. The property is zoned Open Space, with a land use designation of Open Space.

County Planner: Justin Bertoline justin.bertoline@ventura.org 805-654-2466

Staff gave presentation about the green waste facility at Baldwin Road. 11 ½ acres of 120 acre parcel that is County owned. 40 truck trips (dump trucks) worth per day. Does not count towards trips buying mulch; small truck trips do not contribute to that trip threshold. Hours of the grinder operation were discussed and staff related that APCD (Air Pollution Control District) does look at exhaust and noise generation from equipment and they were under the thresholds of their allotment and below significant thresholds.

Public Comment No. 1: Julie Lovejoy - I live on Woodland Ave. just off the bluff from Baldwin. When previous waste business was there, and I'm in support of and purchased from them many times, however the noise of those vehicles that are backing up is piercing; it echoes off of the Honor Farm and over through the bluff due to the backup noise of the trucks. So I have major reservation of the backup noise. The second thing is the chipper noise/grinder. I know you said it's been tested and under a certain threshold, but is that acceptable to the people who live near it? That's my objection to it. I would like to support, but that really kills the deal for me.

Public Comment No. 2: Judy Hohman - My questions are pretty general; With the term of green waste - "organic plant materials" - Then is it compost? No we do not believe there is any food grade waste? No just plant and yard waste. And the hours would be adjusted with dusk.

Public Comment No. 3: Karen Colman - We are also on Bonmark right near woodland – our concerns are the same; right now we hear hawks and wildlife and we hear nothing on the bluff anymore. We don't hear wood chippers; I'm very concerned that this is 7 days a week... can we have the weekends off? I'm a retired person, I don't get up until 9am... I don't think our neighbors understand the extent of how this will be.

Planning Staff: The grinder sites on the northern side of the 33 in the former location of the former business.

Public Comment No. 4: Charles Heck - I live on Woodland Ave. My house is directly above the Raptor Center - So from my living room I can see that farm. I've watched that farm being built. There is nothing that I deal with worse than that bell of the back up trucks. We've all hear that chipper. It's only 15-20 minutes, but could you imagine it 7 days? No noise no nothing; we already lived through it; OSHA requires that bell to ring; so what we are going to do? Are you doing to put a muffler on that grinder?

Public Comment Period Closed.

OVMAC Deliberations:

Chair Cohen – is there a way to minimize the back up bell or the amount of trucks? Or do concentrate the hours during which the higher noise concentration hours could occur.

Member Malloy – most of the people they are dealing with are residential? Commercial? Could the hours be shortened for the grinding or drop off?

Member Wright - do we have a layout of the how it would work - Could we do a sound wall?

STAFF - We had never received any complaints on the prior operation as that was factored in as we are modifying the former permit?

Vice Chair Westbury - part of the mitigation is ... they have to grind it once a day. You can't let it sit for longer b/c if its infested it will spread. One big grind a day would prevent that spread. And it also depends on how much is brought to the site on the day.

STAFF - Bulk of clientele would be small landscape companies and residents. Right now they have to drive to Hueneme or Santa Paula for this type of facility. This will reduce VMTs for sure. People are also concerned about illegal dumping; this will bring this service closer. We will look into additional sound attenuation measures with the applicant.

Chair Cohen - there are some really good benefits that this project will bring us. It would behoove us to look for different sound attenuation items we can explore.

Vice Chair Westbury – Could we limit grinder operations on Sunday till after noon? The truth is they aren't going to be grinding all day every day; The equipment is impressive;

STAFF: This operator has an operation in Santa Barbara and they are familiar with this type of capacity and know how to make it run.

Motion made by Member Kennedy to approve the project, but limiting grinding operations on Sundays 10 - 3pm, and look into further sound attenuation measures on the back-up vehicles and the grinder/chipper machinery to help address noise impact to adjacent residences.

Motion was Seconded by Vice Chair Westbury. Approved Unanimously 5-0.

9. Review of a Modification to Conditional Use Permit application for Krishnamurti Camp (Case No. PL17-0012)

The applicant, Krishnamurti Foundation of America, request a major modification to Conditional Use Permit (CUP) No. 3697 for the continued operation and maintenance of a camp for a 25-year term. The request also includes the expansion of the CUP boundary, change of use from a retreat to a camp and the construction of accessory structures, which total 10,931 sq. ft. The project site is addressed at 1098 McAndrew Road, in the community of Ojai. The nearest cross streets are McAndrew Road and Grand Avenue. The subject project site is comprised of approximately 11.06 acres. The property is zoned Rural Exclusive, with a land use designation of Rural and Rural Institutional.

County Planner: Kristina Boero

Kristina.boero@ventura.org

805-654-2467

Staff gave presentation re: refinements since the May 25, 2022 Meeting.

OVMAC gave question about how can we restrict this to just the religious component; Could the CUP expire with the sale of the property rather than becoming a hotel in the future? No- the permit stays with the land.

Staff gave information regarding that there is an overlay that prohibits short term rentals like Air BnB; its only allowed to have 6 overnight guests.

The Project Description is the Number 1 condition. If KFA were to sell or if they wanted to do a new business plan, they would have to come back and do a new plan and be subject to the same scrutiny.

Westbury – what about the zone change? Staff- It wasn't changed since the 1980s - in the 80s it was RA (Rural Ag); Under the new CUP the MAX is 69 and that's for the annual conference for ONE time a year. 18 resident scholars at 30 days and they get transported to the site (no vehicles). 6 of the overnight guests and the onsite residents - 109 throughout one day, but morning and evening shifts and people are staying there.

Francisco of the Center - Retreating is for purposes of the philosophy of Krishnamurti. We will have screening, no more online bookings so we can ensure they are interested in the studies.

Public Comment:

Public Comment No. 1: Keith Nightingale – Against and on behalf of the East End neighborhood. We look upon you as the last gate guard – we see this as Encino – yes there has been a lot of mitigations, but this suggested CUP is dramatically different than the environment we have to today. What do you want Ojai to be, or be now. Looking at the language of the Map and the goals of the Ojai Area Plan and the need to protect the Ojai valley. Maintain the existing rural and town character of the Ojai Valley. What the map says is significantly different than what the PD says it will be. Please look at the policies and programs and make sure its preserving Ojai what we wanted to be as compared to what we want it

Public Comment No. 2: Pam Melone – seated her time to Mike Weaver.

Public Comment No. 3: Mike Weaver – 6 minutes - Discussed Camp definition and Retreat definitions and the change in Zoning from RA to RE. The zoning was changed with the Ventura General Plan which was adopted in 2020. We weren't notified there was a zoning change. Suggest we simplify bc it will be the neighbors that will police this. The daily activities is a real issue; depending on what is happening at Thacher or anywhere else. Still confused on the maximums with this project – going to major traffic on McAndrew road. If we can establish a set number this would go a long way with the neighborhood. Concerned about scope creep. And based on past practice, it will take years before any expansions or out of scope things are addressed.

Public Comment No. 4: Nancy Pepper – Seated time to Bob Bonewitz.

Public Comment No. 5: Bob Bonewitz – 6 minutes – referred to prior orchard that was removed but then was replanted; now we have a change with the Pepper Tree Inn, which looks great, and now there is a form they have to fill out... I think it should be that the people are required to be registered into a program on the campus when they register. Still have major concerns – how long it took to effectuate the changes we just talked about. Continuing concern about intrusion of staff on property and neighboring properties. No effective management of over property intrusion. Whatever the number is a substantial increase over what they have now. The pepper tree retreat was advertised as 20+ beds, not just 6. Change of Zoning came out of nowhere... based on past performance and the extension of this definition raises a red flag. Which means we have to monitor it. I think

the campus designation is going to affect the neighborhood.

Public Comment No. 6: Nancy Kent – Closest residential neighbor – on the east property line. And their northern line is our southern property line. Concern about the CUP timeframe of 20 years. Going to change the character of the neighborhood dramatically. Have not been good neighbors and have violated their prior CUP. Now they are shielding the KFA Library from McAndrew road until this new application. Put in some immature trees when an example came up of their poor stewardship. Have almost no enforcement – County does not have the people power to deal with these issues. KFA has made a few attempts such as changing the names and taking down their internet advertising rentals. Wants to be 10 years.

Public Comment No. 7: Claude Kent – Our two acres is surrounded by them on 2 sides. We have been there for 15 years. We have had constant contact with their guests. People walk by our windows – find wine bottles and cigarette butts on our side of the fence bc they can't have it on the property. There is one man who sits on the property line daily and smokes whatever I don't know. The other property owner had to put up fence to protect people from stealing her food. We are worried about the expansion. No security no accountability. The gathering spot runs right along our property line.

Public Comment No. 8: Ruth Lassell – No one has talked about traffic with this expansion. We were assured there would be traffic studies undertaken and we have seen no results. Was a study conducted? When? During lockdown? If so that would be meaningless. We need a traffic study. All the myriad of events means that there will be a lot of people coming and going and using their own cars. Went through the programs and scheduling.

Public Comment No. 9: Katherine Winn - Seated time to whomever

Public Comment No. 10 and 11: Deborah Kerner Waxberg and Richard Waxberg – Gave joint feedback/comment – hold lectures series there; 30 years ago we came to Ojai. Because of Krishnamurti's teachings. There was a small center there (the library at that time). We stayed there for a year and it changed our lives. Two programs a year. Gave up our successful lives in NY and Connecticut to do these programs. There is another dimension to all this – the world needs a certain amount of guidance to how to discover within ourselves what is really going on in our lives. And to bring a freshness, newness and to wake up to new possibilities. And that's what Krishnamurti is all about. The KFA is a light to world that in which darkness seems to be gathering. People come to our programs from all over the world and have freedom to explore. It's all about education and service.

Public Comment No. 12: Darrell Jones – withdrew comment.

Public Comment No. 13 Suzanne Harvey - Took 3 minutes from Katherine Winn for 6 minutes total; Against KFA CUP project; over the years KFA consistently violated the terms of its former CUP and there is no reason to think that this would change. Monitoring and reporting will fall to all of us in the neighborhood. Ojai Valley is shaped like an amphitheater and amplifies sound; traffic will be increased with the explosion of people to be now at the site; shuttling will help but will not alleviate the problems. No sidewalks, hard for pedestrians and Cyclists, along with conference attendees presents problems. Event clean up, waste, etc. seems like it would be pretty overwhelming with our existing infrastructure. Any good intentions are not transferable. If the property sells it would bring unwanted commercial development to the area. Some people have been forced to install fences to prevent trespassing. The aesthetics will also negatively affect the community. Thinks this is contradictory to mission of Krishnamurti.

Public Comment No. 14: Alasdair Coyne – Hosted the tour this afternoon for the MAC; sat in the same place the evening talks/dialogues. Indoors. Quiet. I do not have an understanding as to why someone would state that we would go to right next to the property line to do outdoor events. Current screening is handling all buildings as viewed from McAndrew Rd. Wanted to speak to the impact of Krishnamurti and his time here nearly 100 years ago. Mentioned schools and other that were established via individuals who trained and studied with Krishnamurti.

Public Comment No. 15: Carol Wade - Glad everyone is here and how our valley will remain how it is right now; people have spoken to the idea of why Ojai is the way it is, is because of Krishnamurti. Want to speak to how our land has been addressing and working with the drought and it behooves us to use water well and have

a variety of things planted on the land so we will have food but so the wildlife that was here before all of us will have access. The wild

Public Comment No. 16: Matt Sommer – has been on McAndrew for 21 years as of December - they want to be a beacon of light to all of the world; we got a nice brochure in our mail and want to have influence with lots of people, not just six people. So whatever the max numbers are, that is what they want. We learned from the Camp Ramah item that when there was a problem with noise, and they called the County, nothing happened. That someone had to put headphones on... do we need to have your cell phone numbers when they don't work? Further, they have already shown they cannot stick with the rules; what happens? Who is going to count them? No one can go on their property and count them. And we need to assume they are going to tell the truth, but they haven't done so in the past.

Public Comment No. 17: Jan Sommer - Spoke about wanting to have this first on the agenda if next time.

Public Comment No. 1 (Additional Comment): Keith Nightingale - Forgot to say that my family and I visited Krishnamurti and this would not be his desire to have this project done at this site. Cortona Hill was the site that was where he had those events; this location was his retreat, for himself;

KFA Applicant - It's all a misunderstanding - I think what I'm hearing is that its pretty quiet and we don't want it to be noisy - I can tell you that these events are happening right now (every weekend we have 45 people coming – there is no change in what is already happening). We are obliged to provide logs and we do not want to falsify logs.

Chair Cohen – had some questions for staff prior to deliberations - How many day use visitors allowed currently and will this increase or decrease that Red dot location? And also the change to the camp? Zone Change?

STAFF - Appendix A shows what will typically happen at KFA – this provides more information to the neighborhood – this now provide the detail that we see in the PD. We will revisit the red dot locations for accuracy. The camp vs. retreat definition is due to the amount of constructed square footage and that there is over 2,000 SF so it's a "camp" as compared to a "retreat". They are not asking for a zone change. The zone change happened in the 1980s. We do not know the origin as to why, but its something we could look into. The CUP did NOT expire. They came in before the CUP expires to modify their CUP. They came in before they expired. If they just wanted to ask for a 20 -year term limit and we would have to evaluate that. We encourage the level of detail b/c the older permits are very broad.

Public Comment Period Closed.

OVMAC Deliberations:

Member Malloy – had questions regarding timeframe of CUP; it sounds like visitors may not be aware of neighbors or if there could be training of employees/resident scholars; etc. Concerning red dots and shade with this graphic and perhaps shift the outdoor locations to closer to the center of the campus. Would it be possible to train?

STAFF – we will add a COA that entails training, and acknowledges security concerns; perhaps have an employee do an online check that they could be trained on how to do that (i.e.. remove the item from any online sources/websites or articles that may conflate the use of the property with an Air BnB)

Vice Chair Westbury – feels this isn't preserving the character of the valley; and that there are issues with the neighbors - I know they don't want to see Krishnamurti go away but they need to tap it down. It's a lot of people in a residential neighborhood. For me, go back to the original CUP, and really limit the amount of people that can be there and the construction. And then you have water usage and to me it's a commercial type of thing. I think what they are doing is neat, but its not preserving and or protecting the popele of the East End. I enjoyed

the tour and it's a special thing. His last words were to save this valley. Its not protecting or preserving the nature of this area.

Chair Cohen – If we go back, I hear that the old one doesn't have any limits;

Vice Chair Westbury – well then scale back the scope of the project.

STAFF – spoke to construction noise mitigations that are across the board County wide; it is considered temporary;

Vice Chair Westbury – I'm just saying that this needs to be scaled back and to look out for the people in the neighborhood. How do you get there? I don't have an answer for that...

Member Wright - I'd like to make a comment on the chart – it says maximum 34 on most of the columns, but 15 is the historical number. Under no numbers now, so could have more tomorrow.

Member Malloy - Noise travels so weird at this place in town; I'm also a teacher and I understand that an hour on a local farm and understand how an hour on a farm can change someones life. We have heard a lot of support from letters; Believes the first CUP should be 10 years, just due to the neighborhood concern. And then look at 20 years. I feel my concerns have been addressed.

Member Wright - Our job is to have the public have a chance to come and hear the comment and to make a recommendation or not; We can make a recommendation to the Staff that isn't yes or no; its only a recommendation.

Member Kennedy – had question about Thatcher complaints vs KFA complaints. Property owners have rights to develop them as they need and see fit. They have the right to do what they want in their property lines. Its unfortunate that the County rezoned this property in the 1980s.

Chair Cohen – Helpful to hear from everybody; I'm thinking about this in a similar way, I see this is a restriction from what is currently allowed under the current CUP. It does not allow the expansion, it actually restricts them. I think the applicant put in a real good faith effort responding to the concerns that we expressed. I'm satisfied with the compromise of what is allowed now. Trespassing is definitely an issue that needs to be dealt with. The development of the property is expanding too, but I also think that there are a possible ranges of things that can happen in the neighborhood, like the grinder and trucks backing up; like gas facilities, like oil wells that are regulated some of that can happen easier than this.

Chair Cohen made a Motion to Recommend Approval to the Planning Commission, accepting proposed changes made since the prior OVMAC May 25, 2022 meeting, with the following requirements: address trespassing concerns on adjacent private property via signage and instruction, and/or other; confirm maximum and minimum daytime event attendees and/or overnight guests; prohibition of any scheduled activities within 20 feet from all exterior property boundaries; consider additional sound attenuation measures to help maintain the surrounding quiet atmosphere, require KFA to monitor online erroneous advertising on certain travel websites, and confirm with legal counsel if KFA can require that any overnight guests must be registered for KFA curriculum.

Member Kennedy seconded the Motion. Approved 4-1, with Vice Chair Westbury dissenting.

Announcements and Updates:

- CHP Officer Rangel Update – Was not in attendance and did not provide emailed update.
- Congressman Carbajal Meet-n-Greet – October 17, 2022
- Hwy 33 Intermodal Study – Cal Trans Update – December 21, 2022

10. Councilmember Comments

Member Kennedy announced that on October 9th Women's' Club 70 year birthday party at the Parks and Rec Center in Oak View.

Also on October 28th – Trunk or Treat at the Parks and Rec Center.

11. Adjournment: Meeting adjourned at 10:14PM

Next Meeting will be held on **Monday, October 17th at 7:00PM IN PERSON at the Oak View Community Center**

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C.3. Community (e.g., El Rio, Piru, or Lake Sherwood):

III.D. Primary Contact Information

Please designate and provide the following information about the person who will serve as the primary point of contact on this project. All project-related correspondence will be directed to this person.

Name: Hermitage Mutual Water Company- c/o Mike Sullivan Phone Number: (714) 369-8085

Mailing Address: 2955 Hermitage Rd Ojai, CA 93203

Email Address: essickmgt@gmail.com Fax Number: _____

III.E. Applicant, Property Owner, and Consultant Information

Please provide the following information about the applicant, property owner, and all consultants (e.g., architects, civil engineers, surveyors, and permit expeditors) who prepared the application materials (e.g., plans, reports, and studies). For the person designated as the primary contact (Item D, above), please state: "Same as Primary Contact." If the item does not apply to your project, please check the "N/A" box and proceed to the following item.

E.1. Applicant

The applicant is: (Please check the appropriate box.)

☒ Owner ☐ Lessee ☐ Has Power of Attorney ☐ Authorized by Owner

If the applicant is not the property owner(s), **please submit a lease agreement, power of attorney document, or owner authorization document** with your application.

Name: Hermitage Mutual Water Co. Phone Number: (805) 320-1406

Mailing Address: 2955 Hermitage Rd, Ojai CA 93203

Email Address: rogeressick@gmail.com Fax Number: _____

☒ I hereby submit an application for the land use entitlement(s) and/or zone change identified in this application questionnaire, and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge.

☒ I certify that I have read and understand all of the instructions and submittal requirements for my application package and have made a good faith effort to comply with these instructions and to provide all of the materials and information that are required for a complete application.

☒ I hereby acknowledge that I have been informed of my right to make a written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.

☒ I certify that I am aware that the information provided in my application package may be subject to public inspection that occurs as a result of any request made in accordance with the requirements of the California Government Code [§6253(a) et seq].

HERMITAGE MUTUAL WATER COMPANY
[Signature] Date 2/1/2022
Applicant's Signature

E.2. Property Owner

If the property owner is the same as the applicant (Item E.1, above), write "same." If there is more than one property owner, **please submit a consent letter for each additional property owner.** If the property owner refuses or is unable to sign, **please provide a copy of the lease, title report, or other documentation.**

Name: Kathleen and Timothy McHugh Family Trust Phone Number: (310) 490-6734

Mailing Address: 2289 Hermitage Rd. Ojai, CA

Email Address: tim@mchughlife.com Fax Number: _____

 _____ Date 2-3-2022

Property Owner's Signature

E.3. Architect

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

E.4. Civil Engineer

Name: Water Resource Engineering Associates, Lou Nagy Phone Number: (805) 693-7900

Mailing Address: 2300 Alessandro Dr. Ste 215, Ventura, CA 93001

Email Address: lou@wreassoc.net Fax Number: _____

E.5. Licensed Land Surveyor

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

E.6. Land Use Consultant

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

COUNTY OF VENTURA

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project (excluding the *Notice to Property Owner*, the execution of which I understand is my personal responsibility). My agent should receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description: WAL21-0002

Project Location: Hermitage Rd
(Include Permit # if available)

(Address, APN and other property identification as needed)

Name of Authorized Agent: Michael Sullivan, Essick Farm Management, LLC
(Please Print)

Address of Authorized Agent: 2955 Hermitage Rd, Ojai CA 93023

Phone Number of Authorized Agent: 714.369.8085

E-Mail Address of Authorized Agent: essickmgmt@gmail.com

PROPERTY OWNER ACKNOWLEDGEMENT

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

Property Owner's Name: Hermitage Mutual Water Co.
(Please Print)

Property Owner's Signature: Debra Hobbs, PRES. Date: 2/1/2022

Property Owner's E-Mail Address: N/A

Property Owner's Phone Number: N/A

Note: A copy of the owner's driver's license, notarization, or other verification acceptable to the agency must be submitted with this form to verify property owner's signature. The owner must be as shown on the latest Assessor records.

Verification of Property Owner Signature: ☐ Driver License ☐ Notarized Letter ☐ Other

Staff Signature

Date

COUNTY OF VENTURA

**AUTHORIZATION OF AGENT
TO ACT ON PERMITTEE'S BEHALF***

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project. My agent shall receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description: WAL 21-002

(Brief Summary to Include Permit No., If Available)

Project Location: Hermitage Rd

(Address, APN and other property identification as needed)

Name of Authorized Agent: Michael Sullivan, ESSick Farm Management, LLC
(Please Print)

Address of Authorized Agent: 2955 Hermitage Rd, Ojai, CA 93023

Phone Number of Authorized Agent: 714.369.8085

E-Mail Address of Authorized Agent: essickmgt@gmail.com

PERMITTEE ACKNOWLEDGEMENT

I declare under penalty of perjury that I am the permittee for the project at the address listed above, and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

Permittee's Name: Hermitage Mutual Water Co
(Please Print)

Permittee's Signature: [Signature] Date: 2/7/2022

Permittee's E-Mail Address: N/A

Permittee's Phone Number: N/A

* A notarized letter from the permittee may be submitted in lieu of this form.

Hermitage Mutual Water Company
2955 Hermitage Road
Ojai, CA 93023

Background, Project Description, and Proposed Development for Conditional Use Permit for Hermitage Mutual Water Company related to Water Availability Letter (WAL21-0002)

BACKGROUND:

Hermitage Mutual Water Company HMWC is a water purveyor serving domestic and agricultural water supplied by the system's 6" Casitas Municipal Water District metered connection. HMWC was formed in 1975 to purvey water to the domestic and agricultural water needs of Ladera and Hermitage Ranches. The service area is bounded by Ladera Road and Gridley Road near the northeast corner of the Ojai Valley. HMWC holds a Water Supply Certificate from the State of California Water Resources Control Board, Division of Drinking Water, 5601006 and Facility Number FA0002579, Water System Number WA0000017, issued by Ventura County Environmental Health Division.

As a water purveyor, HMWC is mandated to comply with provisions of the Title 22 of the California Administrative Code "The California Waterworks Standards" and with the provisions of the Ventura County Waterworks Manual. Pursuant to Section 1.3.6 of the VCWWM, "Water Availability Letter", HMWC must present to the County a letter declaring that "the purveyor's water system has the necessary water capacity available to supply the domestic and firefighting requirements for the project or service area identified in the letter."

PROJECT DESCRIPTION:

HMWC requests the approval of (1) a CUP related to a Water Availability Letter (WAL21-0002) by HMWC for the continued use of an existing water supply, storage, and distribution system for a period of at least 50 years; (2) the installation of water storage facilities adjacent to existing water storage facilities on Tax Assessor's Parcel 014-0-030-205 (2289 Hermitage Rd. Ojai). The proposed project will bring the HMWC into compliance with the Ventura County Waterworks Manual (VCWWM), and the California Water Works Standards set forth in California Code of Regulations 22, Division 4.

The HMWC is a water supply company which based on HMWC's current allocation from Casitas Municipal Water District, can provide a maximum of 110 equivalent water service connections within the HMWC designated service area (Attachment 1) at full build out. To date HMWC has issues 103 equivalent water service connections. However, the HMWC is unable to extend service to the remaining 7 equivalent service connections within its service area because the existing system infrastructure does not meet the regulatory requirements of the VCWWM.

The purpose of this project is to upgrade the HMWC water storage facilities to provide required VCWWM water supply for the existing 110 equivalent water service connections and an additional 7 water service connections within the HMWC service area.

HMWC submitted a Conditional Engineering Analysis and Information for Water Availability Letter (WAL) dated July 16, 2021, pursuant to the standards set forth in VCWWM (Attachment 2). The WAL was developed and submitted by Engineer Lou Nagy at Water Resource Engineering Associates. On September 14, 2021, HMWC received the 1st Plan Check Review from Land Development Services. (Attachment 3). Ventura County Public Works Agency is expected to accept the WAL authorizing the issuance of “will serve” letters for the available 7 equivalent water service connections within the HMWC service area, provided that two 11,000-gallon water storage tanks are constructed, and several other comments are addressed. The WAL demonstrates that there is sufficient water availability for the HMWC existing 110 and future equivalent water service connections.

The Ventura County General Plan Goals, Policies and Programs (GPP) land use and zoning contemplated the maximum potential buildout within the HMWC service area (Zoned AE-40ac). The provision of additional infrastructure to comply with VCWWM water supply and storage will enable HMWC to provide water needed for the potential buildout within its service area.

PROPOSED DEVELOPMENT:

Existing development on Tax Assessor’s Parcel 014-0-030-205 includes a 10,000-gallon domestic water tank and a 10,000-gallon storage tank for a separate irrigation water system, two pumps for Ag only pumping, and associated pipes and valves. The irrigation system is not part of the WAL analysis. The existing domestic tank is supplied by a series of 6” and 8” Class 200 and 160 pipes from a booster pump station with 2 pumps each rated at 400 gallons per minute to 375’ Total Dynamic Head. A 6” service connection, meter, and back flow unit from CMWD is the water source. CMWD can supply at least 800 gallons per minute at the meter (Attachment 4). The proposed project will include the installation of two 11,000 gallon steel storage tanks for domestic water. The domestic tanks supply HMWC shareholders via gravity feed.

The proposed project includes construction of water storage facilities on Tax Assessor’s Parcel 014-0-030-205. No Change of use on Tax Assessor’s Parcel 0014-0-030-205 is proposed. HMWC is not the fee owner of this parcel, the owner is the Kathleen and Timothy McHugh Living Trust. HMWC is entitled to construct, maintain, operate, repair, renew, service, to change the size of, and remove water tanks and other various water transmission and storage components by easement recorded December 22, 1975, in Ventura County Book of Deeds 4514 at Page 135 (Attachment 5). Access to the subject parcel is provided from Hermitage Road, a private road. Construction would include the following components:

- Two 11,000-gallon steel water tanks, approximately 12.5 feet in diameter and 4 feet from adjacent grade.
- Grading and excavation of approximately .07 Acres and 290 cubic yards of earth minerals to the immediate west of the new tanks (Attachment 6)
- Installation of interceptor swale at the top of the slope and edges of the slope
- Encroachment of three trees that meet the criteria of “protected trees” set forth in Section 8107-25 of the Ventura County Non-Coastal Zoning Ordinance (NCZO). See Tree Protection Plan (Attachment 7,8) These trees also provide landscape screening to the south and east of the tanks.

The proposed project does not involve sewage services. Water service is limited only to the minimal amount required for grading and construction. No signage will be installed for this project. Southern California Edison provides electricity to the subject parcel, but not electrical service is required for this project. No full-time employees will be on site. Rather, the HMWC operators will visit the site on an as needed basis to conduct routine maintenance between the hours of 8:00AM to 5:00PM, Monday through Friday. As needed, operators will also respond to site emergencies. There is no lighting or fencing proposed. Additional detail is provided in the Discretionary Entitlement, Zone Change and Subdivision Application Packet included herein (Attachment 9)

**CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT (CUP) CASE NO.
PL22-0038 FOR "HERMITAGE MUTAL WATER COMPANY"**

RESOURCE MANAGEMENT AGENCY (RMA)

Planning Division Conditions

1. Project Description

This Conditional Use Permit is based on and limited to compliance with the project description stated in this condition below, all exhibits of the Planning Director hearing on XX, 2022, and conditions of approval set forth below. Together, these conditions and documents describe the "Project." Any deviations from the Project must first be reviewed and approved by the County in order to determine if the Project deviations conform to the Project as approved. Project deviations may require Planning Director approval for changes to the permit or further California Environmental Quality Act (CEQA) environmental review, or both. Any Project deviation that is implemented without requisite County review and approval(s) may constitute a violation of the conditions of this permit and applicable law.

The Project description is as follows:

The Project is a Conditional Use Permit for the Hermitage Mutual Water Company (HMWC) in order to permit and 'expand' an existing legal nonconforming private water company. The project entails constructing two (2) new 11,000-gallon water storage tanks that would be tied into the existing water delivery system owned and operated by Hermitage Mutual Water Company. The two new tanks are located on APN 014-0-030-205 near the existing 9,850-gallon galvanized tank. There are 103 existing water service connections. At full build out, there would be 110 water service connections. The proposed project would allow for the applicant to become compliant with the Ventura County Water Works Manual (VCWWM). The project would authorize upgrades to the HMWC water storage facilities to provide the required VCWWM water storage supply for the existing 103 equivalent water service connections and an additional 7 water service connections within the HMWC service area.

Proposed Construction activities would include the following components:

1. Two 11,000-gallon steel water tanks, approximately 12.5 feet in diameter and 4 feet from adjacent grade.
2. Grading and excavation of approximately .07 Acres and 290 cubic yards of earth minerals to the immediate west of the new tanks.
3. Installation of interceptor swale at the top of the slope and edges of the

slope.

4. Encroachment of three trees that meet the criteria of “protected trees” set forth in Section 8107-25 of the Ventura County Non-Coastal Zoning Ordinance (NCZO). See Tree Protection Plan (Attachment 7,8) These trees also provide landscape screening to the south and east of the tanks. (Exhibit 3).

The proposed project would ensure continued compliance with the Ventura County Waterworks Manual requirements for water supply and water storage.

The grading, development, use, and maintenance of the property, the size, shape, arrangement, and location of structures, and landscape areas, and the protection and preservation of shall conform to the project description above and all approved County land use hearing exhibits in support of the Project and conditions of approval below.

2. Required Improvements for CUP

Purpose: To ensure the project site conforms to the plans approved at the Planning Director hearing in support of the project.

Requirement: The Permittee shall ensure that all required off-site and on-site improvements for the Project, including the grading for the proposed development of two (2) steel water storage tanks are completed in conformance with the approved plans stamped as hearing **Exhibit 3**. The Permittee shall prepare and submit all final building and site plans for the County’s review and approval in accordance with the approved plans.

Documentation: The Permittee shall obtain Planning Division staff’s stamped approval on the project plans and submit them to the County for inclusion in the Project file. The Permittee shall submit additional plans to the Planning Division for review and stamped approval (e.g., tree protection and landscape plans) for inclusion in the Project file, as necessary.

Timing: Prior to the issuance of a Zoning Clearance for construction and use inauguration the Permittee shall submit all final development plans to the Planning Division for review and approval. Unless the Planning Director and/or Public Works Agency Director allow the Permittee to provide financial security and a final executed agreement, approved as to form by the County Counsel, that ensures completion of such improvements, the Permittee shall complete all required improvements prior to final inspection. The Permittee shall maintain the required improvements for the life of the Project.

Monitoring and Reporting: The County Building Inspector, Public Works Agency Grading Inspector, Fire Marshall, and/or Planning Division staff has the authority to conduct periodic site inspections to ensure the Permittee’s ongoing compliance with this

condition consistent with the requirements of § 8114-3 of the Ventura County Non-Coastal Zoning Ordinance.

3. Site Maintenance

Purpose: To ensure that the Project site is maintained in a neat and orderly manner so as not to create any hazardous conditions or unsightly conditions which are visible from outside of the Project site.

Requirement: The Permittee shall maintain the Project site in a neat and orderly manner, and in compliance with the Project description set forth in Condition No. 1. Only equipment and/or materials which the Planning Director determines to substantially comply with the Project description shall be stored within the Project site during the life of the Project.

Documentation: The Permittee shall maintain the Project site in compliance with Condition No. 1 and the approved plans for the Project.

Timing: The Permittee shall maintain the Project site in a neat and orderly manner and in compliance with Condition No. 1 throughout the life of the Project.

Monitoring and Reporting: The County Building Inspector, Public Works Agency Grading Inspector, Fire Marshall, and/or Planning Division staff has the authority to conduct periodic site inspections to ensure the Permittee's ongoing compliance with this condition consistent with the requirements of § 8114-3 of the Ventura County Non-Coastal Zoning Ordinance.

4. CUP Modification

Prior to undertaking any operational or construction-related activity which is not expressly described in these conditions, the Permittee shall first contact the Planning Director to determine if the proposed activity requires a modification of this CUP. The Planning Director may, at the Planning Director's sole discretion, require the Permittee to file a written and/or mapped description of the proposed activity in order to determine if a CUP modification is required. If a CUP modification is required, the modification shall be subject to:

- a. The modification approval standards of the Ventura County Ordinance Code in effect at the time the modification application is acted on by the Planning Director; and
- b. Environmental review, as required pursuant to the California Environmental Quality Act (CEQA; California Public Resources Code, §§ 21000-21178) and the State CEQA Guidelines (California Code of Regulations, Title 14, Chapter 3, §§ 15000-15387), as amended from time to time.

5. Construction Activities

Prior to any construction, the Permittee shall obtain a Zoning Clearance for construction from the Planning Division, and a Building Permit from the Building and Safety Division. Prior to any grading, the Permittee shall obtain a Grading Permit from the Public Works Agency.

6. Acceptance of Conditions and Schedule of Enforcement Responses

The Permittee's acceptance of this CUP and/or commencement of construction and/or operations under this CUP shall constitute the Permittee's formal agreement to comply with all conditions of this CUP. Failure to abide by and comply with any condition of this CUP shall constitute grounds for enforcement action provided in the Ventura County Non-Coastal Zoning Ordinance (Article 14), which shall include, but is not limited to, the following:

- a. Public reporting of violations to the Planning Commission and/or Board of Supervisors;
- b. Suspension of the permitted land uses (Condition No. 1);
- c. Modification of the CUP conditions listed herein;
- d. Recordation of a "Notice of Noncompliance" on the deed to the subject property;
- e. The imposition of civil administrative penalties; and/or
- f. Revocation of this CUP.

The Permittee is responsible for being aware of and complying with the CUP conditions and all applicable federal, state, and local laws and regulations.

7. Time Limits

a. Use inauguration:

- (1) The approval decision for this CUP becomes effective upon the expiration of the 10-day appeal period following the approval decision/date on which the Planning Director rendered the decision on the Project, or when any appeals of the decision are finally resolved. Once the approval decision becomes effective, the Permittee must obtain a Zoning Clearance for construction and use inauguration in order to initiate the land uses set forth in Condition No. 1.
- (2) This CUP shall expire and become null and void if the Permittee fails to obtain a Zoning Clearance for construction and use inauguration within one year (see the Ventura County Non-Coastal Zoning Ordinance (§ 8111-4.7)) from the date the approval decision of this CUP becomes effective. The Planning Director may grant a one year [modify as appropriate] extension of time to the Permittee in order to obtain the Zoning Clearance for construction and use inauguration if the Permittee can demonstrate to the satisfaction of the Planning Director that the Permittee has made a diligent effort to

implement the Project, and the Permittee has requested the time extension in writing at least 30 days prior to the one-year expiration date.

- (3) Prior to the issuance of the Zoning Clearance for construction and use inauguration, all fees and charges billed to that date by any County agency, as well as any fines, penalties, and sureties, must be paid in full. After issuance of the Zoning Clearance for construction and use inauguration, any final billed processing fees must be paid within 30 days of the billing date or the County may revoke this CUP.
- b. Permit Life or Operations Period: This CUP will expire on [insert actual date—do not use 5, 10, etc. years after approval]. The lack of additional notification of the expiration date provided by the County to the Permittee shall not constitute grounds to continue the uses that are authorized by this CUP after the CUP expiration date. The uses authorized by this CUP may continue after the CUP expiration date if:
- (1) The Permittee has filed a permit modification application pursuant to § 8111-6 of the Ventura County Non-Coastal Zoning Ordinance prior to [expiration date]; and
- (2) The County decision-maker grants the requested modification.

The uses authorized by this CUP may continue during processing of a timely-filed modification application in accordance with § 8111-2.10 of the Ventura County Non-Coastal Zoning Ordinance.

8. Documentation Verifying Compliance with Other Agencies' Requirements Related to this CUP

Purpose: To ensure compliance with, and notification of, federal, state, and/or local government regulatory agencies that have requirements that pertain to the Project (Condition No. 1, above) that is the subject of this CUP.

Requirement: Upon the request of the Planning Director, the Permittee shall provide the Planning Division with documentation (e.g., copies of permits or agreements from other agencies, which are required pursuant to a condition of this CUP) to verify that the Permittee has obtained or satisfied all applicable federal, state, and local entitlements and conditions that pertain to the Project.

Documentation: The Permittee shall provide this documentation to Planning Division staff in the form that is acceptable to the agency issuing the entitlement or clearance, to be included in the Planning Division Project file.

Timing: The documentation shall be submitted to the Planning Division prior to the issuance of the Zoning Clearance for construction and use inauguration or as dictated by the respective agency.

Monitoring and Reporting: The Planning Division maintains the documentation provided by the Permittee in the respective Project file. In the event that the federal, state, or local government regulatory agency prepares new documentation due to changes in the Project or the other agency's requirements, the Permittee shall submit the new documentation within 30 days of receipt of the documentation from the other agency.

9. Notice of CUP Requirements and Retention of CUP Conditions On Site

Purpose: To ensure full and proper notice of these CUP conditions affecting the use of the subject property.

Requirement: Unless otherwise required by the Planning Director, the Permittee shall notify, in writing, the Property Owner(s) of record, contractors, and all other parties and vendors who regularly conduct activities associated with the Project, of the pertinent conditions of this CUP.

Documentation: The Permittee shall present to the Planning Division staff copies of the conditions, upon Planning Division staff's request.

Timing: Prior to issuance of a Zoning Clearance for use inauguration and construction and throughout the life of the Project.

Monitoring and Reporting: The Planning Division has the authority to conduct periodic site inspections to ensure ongoing compliance with this condition consistent with the requirements of § 8114-3 of the Ventura County Non-Coastal Zoning Ordinance.

10. Recorded Notice of Land Use Entitlement

Purpose: The Permittee shall record a "Notice of Land Use Entitlement" form and the conditions of this CUP with the deed for the subject property that notifies the current and future Property Owner(s) of the conditions of this CUP.

Requirement: The Permittee shall sign, have notarized, and record with the Office of the County Recorder, a "Notice of Land Use Entitlement" form furnished by the Planning Division and the conditions of this CUP, with the deed of the property that is subject to this CUP.

Documentation: Recorded "Notice of Land Use Entitlement" form and conditions of this CUP.

Timing: The Permittee shall record the “Notice of Land use Entitlement” form and conditions of this CUP, prior to issuance of a Zoning Clearance for use inauguration and construction.

Monitoring and Reporting: The Permittee shall return a copy of the recorded “Notice of Land Use Entitlement” form and conditions of this CUP to Planning Division staff to be included in the Project file.

11. Financial Responsibility for Compliance Monitoring and Enforcement

- a. **Cost Responsibilities:** The Permittee shall bear the full costs of all County staff time, materials, and County-retained consultants associated with condition compliance review and monitoring, CEQA mitigation monitoring, other permit monitoring programs, and enforcement activities, actions, and processes conducted pursuant to the Ventura County Non-Coastal Zoning Ordinance (§ 8114-3) related to this CUP. Such condition compliance review, monitoring and enforcement activities may include (but are not limited to): periodic site inspections; preparation, review, and approval of studies and reports; review of permit conditions and related records; enforcement hearings and processes; drafting and implementing compliance agreements; and attending to the modification, suspension, or revocation of permits. Costs will be billed at the rates set forth in the Planning Division or other applicable County Fee Schedule, and at the contract rates of County-retained consultants, in effect at the time the costs are incurred.

- b. **Establishment of Revolving Compliance Account:**

Within 10 calendar days of the effective date of the final decision approving this CUP, the Permittee shall submit the following deposit and reimbursement agreement to the Planning Director:

- (1) A payment of **\$500.00 [increase amount if needed to match current Fee Schedule]** for deposit into a revolving condition compliance and enforcement account to be used by the Planning Division to cover costs associated with condition compliance review, monitoring, and enforcement activities described in 12.a (above), and any duly-imposed civil administrative penalties regarding this. The Permittee shall replenish such account to the above-stated amount within 10 calendar days after receiving notice of the requirement to do so from the Resource Management Agency.
- (2) An executed reimbursement agreement, in a form provided by the Planning Division, obligating the Permittee to pay all condition compliance review, monitoring, and enforcement costs, and any civil administrative penalties, subject to the Permittee’s right to challenge all such charges and penalties prior to payment.

- c. Billing Process: The Permittee shall pay all Planning Division invoices within 30 days of receipt thereof. Failure to timely pay an invoice shall subject the Permittee to late fees and charges set forth in the Planning Division Fee Schedule, and shall be grounds for suspension, modification, or revocation of this CUP. The Permittee shall have the right to challenge any charge or penalty prior to payment.

12. Defense and Indemnification

- a. The Permittee shall defend, at the Permittee's sole expense with legal counsel acceptable to the County, against any and all claims, actions, or proceedings against the County, any other public agency with a governing body consisting of the members of the County Board of Supervisors, or any of their respective board members, officials, employees and agents (collectively, "Indemnified Parties") arising out of or in any way related to the County's issuance, administration, or enforcement of this CUP. The County shall promptly notify the Permittee of any such claim, action or proceeding and shall cooperate fully in the defense.
- b. The Permittee shall also indemnify and hold harmless the Indemnified Parties from and against any and all losses, damages, awards, fines, expenses, penalties, judgments, settlements, or liabilities of whatever nature, including but not limited to court costs and attorney fees (collectively, "Liabilities"), arising out of or in any way related to any claim, action or proceeding subject to subpart (a) above, regardless of how a court apportions any such Liabilities as between the Permittee, the County, and/or third parties.
- c. Except with respect to claims, actions, proceedings, and Liabilities resulting from an Indemnified Party's sole active negligence or intentional misconduct, the Permittee shall also indemnify, defend (at Permittee's sole expense with legal counsel acceptable to County), and hold harmless the Indemnified Parties from and against any and all claims, actions, proceedings, and Liabilities arising out of, or in any way related to, the construction, maintenance, land use, or operations conducted pursuant to this CUP, regardless of how a court apportions any such Liabilities as between the Permittee, the County, and/or third parties. The County shall promptly notify the Permittee of any such claim, action, or proceeding and shall cooperate fully in the defense.
- d. Neither the issuance of this CUP, nor compliance with the conditions hereof, shall relieve the Permittee from any responsibility otherwise imposed by law for damage to persons or property; nor shall the issuance of this CUP serve to impose any liability upon the Indemnified Parties for injury or damage to persons or property.

13. Invalidation of Condition(s)

If any of the conditions or limitations of this CUP are held to be invalid in whole or in part by a court of competent jurisdiction, that holding shall not invalidate any of the remaining CUP conditions or limitations. In the event that any condition imposing a fee, exaction, dedication, or other mitigation measure is challenged by the Permittee in an action filed in a court of competent jurisdiction, or threatened to be filed therein, the Permittee shall be required to fully comply with this CUP, including without limitation, by remitting the fee, exaction, dedication, and/or by otherwise performing all mitigation measures being challenged. This CUP shall continue in full force unless, until, and only to the extent invalidated by a final, binding judgment issued in such action.

If a court of competent jurisdiction invalidates any condition in whole or in part, and the invalidation would change the findings and/or the mitigation measures associated with the approval of this CUP, at the discretion of the Planning Director, the Planning Director may review the project and impose substitute feasible conditions/mitigation measures to adequately address the subject matter of the invalidated condition. The Planning Director shall make the determination of adequacy. If the Planning Director cannot identify substitute feasible conditions/mitigation measures to replace the invalidated condition and cannot identify overriding considerations for the significant impacts that are not mitigated to a level of insignificance as a result of the invalidation of the condition, then this CUP may be revoked.

14. Consultant Review of Information and Consultant Work

The County and all other County permitting agencies for the Project have the option of referring any and all special studies that these conditions require to an independent and qualified consultant for review and evaluation of issues beyond the expertise or resources of County staff.

Prior to the County engaging any independent consultants or contractors pursuant to the conditions of this CUP, the County shall confer in writing with the Permittee regarding the necessary work to be contracted, as well as the estimated costs of such work. Whenever feasible, the County will use the lowest responsible bidder or proposer. Any decisions made by County staff in reliance on consultant or contractor work may be appealed pursuant to the appeal procedures contained in the Ventura County Zoning Ordinance Code then in effect.

The Permittee may hire private consultants to conduct work required by the County, but only if the consultant and the consultant's proposed scope-of-work are first reviewed and approved by the County. The County retains the right to hire its own consultants to evaluate any work that the Permittee or a contractor of the Permittee undertakes. In accordance with Condition No. 12 above, if the County hires a consultant to review any work undertaken by the Permittee, or hires a consultant to review the work undertaken by a contractor of the Permittee, the hiring of the consultant will be at the Permittee's expense.

15. Relationship of CUP Conditions, Laws, and Other Entitlements

The Permittee shall implement the Project in compliance with all applicable requirements and enactments of federal, state, and local authorities. In the event of conflict between various requirements, the more restrictive requirements shall apply. In the event the Planning Director determines that any CUP condition contained herein is in conflict with any other CUP condition contained herein, when principles of law do not provide to the contrary, the CUP condition most protective of public health and safety and environmental resources shall prevail to the extent feasible.

No condition of this CUP for uses allowed by the Ventura County Ordinance Code shall be interpreted as permitting or requiring any violation of law, lawful rules, or regulations, or orders of an authorized governmental agency. Neither the approval of this CUP, nor compliance with the conditions of this CUP, shall relieve the Permittee from any responsibility otherwise imposed by law for damage to persons or property.

The Permittee shall obtain a business tax certificate and regulatory licenses for the operation of a water distribution facility.

16. Contact Person

Purpose: To designate a person responsible for responding to complaints.

Requirement: The Permittee shall designate a contact person(s) to respond to complaints from citizens and the County which are related to the permitted uses of this CUP. The designated contact person shall be available, via telecommunication, 24 hours a day.

Documentation: The Permittee shall provide the Planning Director with the contact information (e.g., name and/or position title, address, business and cell phone numbers, and email addresses) of the Permittee's field agent who receives all orders, notices, and communications regarding matters of condition and code compliance at the Project site.

Timing: Prior to the issuance of a Zoning Clearance for use inauguration and construction, the Permittee shall provide the Planning Division the contact information of the Permittee's field agent(s) for the Project file. If the address or phone number of the Permittee's field agent(s) should change, or the responsibility is assigned to another person, the Permittee shall provide Planning Division staff with the new information in writing within three calendar days of the change in the Permittee's field agent.

Monitoring and Reporting: The Planning Division maintains the contact information provided by the Permittee in the Project file. The Planning Division has the authority to periodically confirm the contact information consistent with the requirements of § 8114-3 of the Ventura County Non-Coastal Zoning Ordinance.

17. Change of Permittee

Purpose: To ensure that the Planning Division is properly and promptly notified of any change of Permittee.

Requirement: The Permittee shall file, as an initial notice with the Planning Director, the new name(s), address(es), telephone/FAX number(s), and email addresses of the new owner(s), lessee(s), operator(s) of the permitted uses, and the company officer(s). The Permittee shall provide the Planning Director with a final notice once the transfer of ownership and/or operational control has occurred.

Documentation: The initial notice must be submitted with the new Permittee's contact information. The final notice of transfer must include the effective date and time of the transfer and a letter signed by the new Property Owner(s), lessee(s), and/or operator(s) of the permitted uses acknowledging and agreeing to comply with all conditions of this CUP.

Timing: The Permittee shall provide written notice to the Planning Director 10 calendar days prior to the change of ownership or change of Permittee. The Permittee shall provide the final notice to the Planning Director within 15 calendar days of the effective date of the transfer.

Monitoring and Reporting: The Planning Division maintains notices submitted by the Permittee in the Project file and has the authority to periodically confirm the information consistent with the requirements of § 8114-3 of the Ventura County Non-Coastal Zoning Ordinance.

18. [Add any project-specific conditions here, such as lighting plan or parking]

Environmental Health Division (EHD) Conditions

19. State Small Water System (Permitted)

Purpose: To demonstrate and maintain compliance with the California Safe Drinking Water Act (California Health and Safety Code, part 12, chapter 4), and the California Code of Regulations Title 22, sections 64211-64217.

Requirement: Maintain permit to operate a State Small Water System (SSWS) from Ventura County Environmental Health Division (EHD) and remain in compliance with SSWS permit. Obtain approval from EHD for any changes or alterations made to the water system, including the installation of new water storage tanks.

Documentation: Permittee shall maintain an active permit to operate a SSWS with EHD and submit water quality results at frequencies specified by EHD. Permittee shall submit Application for Permit to Purvey Domestic Water and applicable fees for any changes or alterations made to the water system. Application can be found

https://vcrma.org/docs/images/pdf/eh/drinking-water/State_Sm_Water_System_EHD_Permitt_Ap_8_26_15.pdf.

Timing: Permittee shall submit Application for Permit to Purvey Domestic Water to EHD prior to make any changes or alterations to the water system. Permittee shall remain in compliance with all State requirements applicable to SSWS at all times.

Monitoring: EHD Drinking Water Program staff shall assure compliance with this condition through routine site inspections and by reviewing and tracking water quality results.

Limitations: State law limits a SSWS to water systems which have 5-14 service connections, and do not regularly serve drinking water to more than an average of 25 individuals daily for more than 60 days out of the year. A public water system permit from the State Division of Drinking Water will be required if the water system has 15 or more service connections, or regularly serves at least 25 individuals daily at least 60 days out of the year.

PUBLIC WORKS AGENCY (PWA)

Development and Inspection Services Conditions

20. Grading Permit

Purpose: In order to ensure the Permittee performs all grading in compliance with Appendix J of the Ventura County Building Code.

Requirement: The Permittee shall submit a grading plan showing existing and proposed elevations to the Public Works Agency's Development and Inspection Services Division for review and approval. If a grading permit is required, a State licensed civil engineer must prepare and submit the grading plans to the Development and Inspection Services Division for review and approval. The Permittee must post sufficient surety in order to ensure proper completion of the proposed grading.

Documentation: If a grading permit is required, all materials, as detailed on Public Works Agency Form DS-37 and/or DS-44, must be submitted to the Development and Inspection Services Division for review and approval.

Timing: All applicable documentation, as specified above, must be approved prior to issuance of a zoning clearance or issuance of a Building Permit.

Monitoring and Reporting: Public Works Agency engineers will review grading plans and reports for compliance with Ventura County codes, ordinances, and standards, as

well as state and federal laws. Public Works Agency inspectors will monitor the grading activities to verify that the work is done in compliance with the approved plans and reports.

Integrated Waste Management Division (IWMD) Conditions

21. Construction and Demolition Debris Recycling Plan (Form B)

Purpose: VCOC Section 4773 et seq. requires the Permittee to divert recyclable construction and demolition (C&D) materials generated by the Project (e.g., wood, metal, green waste, soil, concrete, asphalt, paper, cardboard, etc.) from local landfills through recycling, reuse, or salvage.

Requirement: The Permittee must submit a comprehensive recycling plan (Form B – Recycling Plan) to the IWMD for any proposed construction and/or demolition projects that require a building permit.

Documentation: The Form B – Recycling Plan must ensure a minimum of 65 percent of the recyclable C&D debris generated by the Project will be diverted from the landfill by recycling, reuse, or salvage. A copy of Form B is available at:
<https://www.vcpbublicworks.org/wsd/iwmd/construction/#Debris-Management>

A comprehensive list of permitted recyclers, County franchised haulers, and solid waste & recycling facilities in Ventura County is available at:
<https://www.vcpbublicworks.org/wsd/iwmd/businessrecycling/#Collectors-Rates-Agreements>

A list of local facilities permitted to recycle soil, wood, and green waste is available at:
<https://www.vcpbublicworks.org/wsd/iwmd/construction/#solid-waste-collectors>

Timing: Upon Building and Safety Division's issuance of a building permit for the project, the Permittee must submit a Form B – Recycling Plan to the IWMD for approval.

Monitoring and Reporting: The Permittee is required to keep a copy of their approved

22. Construction and Demolition Debris Reporting Form (Form C)

Purpose: VCOC Section 4773 et seq. requires the Permittee to divert recyclable construction and demolition (C&D) materials generated by their Project (e.g., wood, metal, greenwaste, soil, concrete, paper, cardboard, plastic containers, etc.) from local landfills through recycling, reuse, or salvage.

Requirement: The Permittee must submit a Form C – Reporting Form to the IWMD for approval prior to issuance of their final Building and Safety Division permit. Form C is available at <https://www.vcpbublicworks.org/wsd/iwmd/construction/#Debris-Management>

Documentation: The Permittee must submit original recycling facility receipts and/or documentation of reuse with their Form C – Reporting Form to verify a minimum of 65% of the recyclable C&D debris generated by their project was diverted from the landfill.

Timing: A completed Form C – Reporting Form, with required recycling facility receipts and/or documentation of reuse, must be submitted to the IWMD for approval at the time of Building and Safety Division’s issuance of final permit.

Monitoring & Reporting: The Permittee is required to keep a copy of their approved Form C – Reporting Form until Building and Safety Division’s issuance of final permit.

Watershed Protection District (WPD) Conditions

County Stormwater Program Section

23. Compliance with Stormwater Development Construction Program

Purpose: To ensure compliance with the Los Angeles Regional Water Quality Control Board NPDES Municipal Stormwater Permit No. CAS004002 (Permit) the Project will be subject to the construction requirements for surface water quality and storm water runoff in accordance with Part 4.F., “Development Construction Program” of the Permit.

Requirement: The construction of the proposed project shall meet requirements contained in Part 4.F., “Development Construction Program”, of the Permit through the inclusion of an effective combination of construction best management practices (BMPs) during all ground disturbing activities. In addition, Part 4.F requires additional inspections to be conducted by the Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer (QSD), Qualified SWPPP Practitioner (QSP), or a Certified Professional in Erosion and Sediment Control (CPESC).

Documentation: The Permittee shall submit a completed and signed SW-HR form (Best Management Practices for Construction at High-Risk Sites to the Public Works Agency - County Stormwater Program (CSP) for review and approval, a template for which can be found at <https://www.onestoppermits.vcrma.org/departments/stormwater-program>.

Timing: The above listed item shall be submitted to the SWQS for review and approval prior to issuance of a Zoning Clearance for Construction.

Monitoring and Reporting: The CSP will review the submitted materials for consistency with the Permit. Grading permit inspectors will conduct inspections during construction to ensure effective installation of the required BMPs and record keeping of the required inspections by the project proponent’s QSD, QSP, or CPESC.

OTHER VENTURA COUNTY AGENCIES

Ventura County Air Pollution Control District (APCD) Conditions

24. VCAPCD Rules and Regulations for Grading and Construction

Purpose: In order to ensure that fugitive dust and particulate matter related to project development are minimized to prevent impacts on adjacent properties.

Requirement: The Permittee shall comply with the provisions of applicable VCAPCD Rules and Regulations, which include but are not limited to, Rule 50 (Opacity), Rule 51 (Nuisance), and Rule 55 (Fugitive Dust). The Permittee may be required to prepare and submit an Air Emissions Mitigation Plan for Dust Control to VCAPCD. The Air Emissions Mitigation Plan for Dust Control shall also be part of any construction contract for the site grading.

Documentation: The Plan shall include the following elements:

- i. the area disturbed by clearing, grading, earth moving, or excavation operations shall be minimized to prevent excessive amounts of dust;
- ii. pre-grading/excavation activities shall include watering the area to be graded or excavated before commencement of grading or excavation operations. Application of water (preferably reclaimed, if available) should penetrate sufficiently to minimize fugitive dust during grading activities;
- iii. fugitive dust produced during grading, excavation, and construction activities shall be controlled by the following activities:
 1. All trucks shall cover their loads as required by California Vehicle Code § 23114.
 2. Fugitive dust throughout the construction site shall be controlled by the use of a watering truck or equivalent means, generally at least three times a day (except during and immediately after rainfall). Water shall be applied to all unpaved roads, unpaved parking areas or staging areas, and active portions of the construction site. Environmentally-safe dust control agents may be used in lieu of watering.
 3. Re-vegetate or apply APCD-approved chemical soil stabilizers to all inactive portions of the construction site that are inactive for four or more days.
 4. Graded and/or excavated inactive areas of the construction site shall be monitored at least weekly for dust stabilization. Soil stabilization methods,

such as water and roll compaction, and environmentally safe dust control materials, shall be periodically applied to portions of the construction site that are inactive for over four days. If no further grading or excavation operations are planned for the area, the area should be hydro-seeded and watered until growth is evident, or periodically treated with environmentally safe dust suppressants, to prevent excessive fugitive dust.

5. Signs shall be posted onsite limiting traffic to 15 miles per hour or less.
6. All clearing, grading, earth moving, or excavation activities shall cease during periods of high winds (i.e., greater than 15 miles per hour averaged over one hour.) During periods of high winds (i.e., wind speed sufficient to cause fugitive dust to impact adjacent properties), all clearing, grading, earth moving, and excavation operations shall be curtailed to the degree necessary to prevent fugitive dust created by onsite activities and operations from being a nuisance or hazard, either offsite or onsite. The site superintendent or supervisor shall use their discretion in determining when winds are excessive. Based on their independent judgment and as part of their regular site inspection responsibilities, Public Works and/or APCD inspectors will require that the site superintendent and/or supervisor shall halt all such activities if it they determine the fugitive dust is impacting adjacent properties;
- iv. signs displaying the APCD Complaint Line Telephone number for public complaints shall be posted on the site: (805) 645-1400 during business hours and (805) 654-2797 after hours.

Timing: The Permittee shall submit an Air Emissions Mitigation Plan for Dust Control as part of and on the grading plans to be reviewed and approved by the APCD and Public Works Agency. The Plan shall be approved prior to the issuance of grading permits.

Monitoring and Reporting: Public Works Agency inspectors shall field-monitor all dust control measures during grading activities. The approved grading plans, including the Air Emissions Mitigation Plan for Dust Control, shall be kept onsite in an easily accessible location until final grading inspections are complete.

Ventura County Fire Protection District (VCFPD) Conditions

25. Hazard Abatement

Purpose: To ensure compliance with Ventura County Fire Protection District Ordinance.

Requirement: The Permittee shall have all grass or brush adjacent to structure's footprint cleared for a distance of 100 feet or to the property line if less than 100 feet. Note: A Notice to Abate Fire Hazard may be recorded against the parcel.

Documentation: A signed copy of the Ventura County Fire Protection District's Form #126 "Requirement for Construction" or the "Notice to Abate" issued under the Fire District's Fire Hazard Reduction Program.

Timing: The Permittee shall remove all grass and brush as outlined by the Ventura County Fire Protection District's Fire Hazard Reduction Program guidelines before the start of construction on any structure.

Monitoring and Reporting: The VCFPD shall conduct on-site inspections to ensure compliance with this condition.

DRAFT

GENERAL GRADING NOTES:

1. GRADING ACTIVITIES SHALL BE IN ACCORDANCE WITH THE VENTURA COUNTY BUILDING CODE APPENDIX J GRADING, LATEST EDITION.
2. THE GRADING PERMIT AND WORK SHOWN IN THESE PLANS IS VALID ONLY TO THE EXTENT OF THE VENTURA COUNTY BUILDING CODE APPENDIX J - GRADING. PERMITS OR PERMISSIONS THAT MAY BE REQUIRED BY OTHER REGULATORY AGENCIES OR INTERESTED PARTIES ARE THE RESPONSIBILITY OF THE PERMITTEE.
3. A PRECONSTRUCTION MEETING SHALL BE HELD AT THE SITE PRIOR TO ANY GRADING ACTIVITY OR LAND DISTURBANCES WITH THE FOLLOWING PARTIES PRESENT: OWNER, GRADING CONTRACTOR, DESIGN CIVIL ENGINEER, SOILS ENGINEER, COUNTY GRADING INSPECTOR(S), AND OTHER JURISDICTIONAL AGENCIES WHEN REQUIRED.
4. HEAVY EQUIPMENT NOISE & TRUCK DELIVERIES SHALL NOT BEGIN UNTIL AFTER 7:00 A.M. NO WORK BEYOND 4:30 PM UNLESS APPROVED BY PWA.
5. NO GRADING ACTIVITY SHALL OCCUR IN ANY WETLAND, BLUE-LINE STREAM, RED-LINE CHANNEL, OR FLOODPLAIN WITHOUT THE PROPER PERMITS & PERMISSION FROM THE PWA & RESOURCE MANAGEMENT AGENCY (RMA), OR OTHER AUTHORITIES HAVING JURISDICTION.
6. RETAINING WALLS AND BRIDGES REQUIRE A SEPARATE PERMIT FROM BUILDING AND SAFETY.
7. ALL RECOMMENDATIONS MADE BY THE SOILS ENGINEER (AND ENGINEERING GEOLOGIST, WHERE EMPLOYED) CONTAINED IN THE REPORTS AS APPROVED BY THE COUNTY SHALL BE A PART OF THIS GRADING PLAN.
8. ALL DISTURBED SURFACES SUBJECT TO EROSION SHALL BE PROTECTED IN ACCORDANCE WITH THE VENTURA COUNTYWIDE MUNICIPAL STORMWATER NPDES PERMIT. SEDIMENT AND EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED FULLY FUNCTIONAL.
9. ALL UNSUITABLE MATERIAL, I.E. LUMBER, LOGS, BRUSH, COMPRESSIBLE SOILS, OR ANY ORGANIC MATERIALS OR RUBBISH, SHALL BE REMOVED AS REQUIRED BY THE SOILS ENGINEER AND ENGINEERING GEOLOGIST FROM ALL AREAS TO RECEIVE FILL.
10. ALL AREAS TO RECEIVE FILL SHALL BE INSPECTED AND APPROVED BY THE SOILS ENGINEER (AND ENGINEERING GEOLOGIST WHERE EMPLOYED) AFTER REMOVAL OF UNSUITABLE MATERIAL AND EXCAVATION OF KEYWAYS AND BENCHES, AND PRIOR TO PLACEMENT OF SUBSURFACE DRAINAGE SYSTEMS OR FILL.
11. ALL MATERIALS DEEMED UNSUITABLE FOR PLACEMENT IN COMPACTED FILL SHALL BE REMOVED FROM THE SITE. MATERIALS SUCH AS CONSTRUCTION INERT DEBRIS, OR IMPORTED MATERIALS SHALL BE APPROVED BY THE SOILS ENGINEER AND COUNTY PRIOR TO USE IN COMPACTED FILL. WHERE EXCAVATED MATERIAL IS LARGER THAN TWELVE INCHES IN LARGEST DIMENSION, IT MUST BE BROKEN INTO SMALLER PARTICLE SIZES, BEFORE BEING USED AS FILL.
12. THE SOILS ENGINEER SHALL DIRECT THE REMOVAL OF ANY EXISTING UNDERGROUND STRUCTURES SUCH AS SEPTIC TANKS, IRRIGATION LINES, ETC.
13. ANY WATER WELL LOCATED WITHIN THE AREA OF DISTURBANCE SHALL BE REPORTED TO THE WATER RESOURCES DIVISION, WATERSHED PROTECTION DISTRICT PRIOR TO ITS MODIFICATION, ABANDONMENT, OR DESTRUCTION.
14. ANY OIL WELL LOCATED WITHIN THE AREA OF DISTURBANCE SHALL BE REPORTED TO THE STATE OF CALIFORNIA, DIVISION OF OIL, GAS, AND GEOTHERMAL RESOURCES PRIOR TO ITS MODIFICATION, ABANDONMENT, OR DESTRUCTION.
15. ALL TEMPORARY EXCAVATED SLOPES OR BENCHES AND KEYS FOR BUTTRESS OR STABILIZATION FILLS MUST BE EXAMINED BY THE ENGINEERING GEOLOGIST AND SOILS ENGINEER TO INSURE THAT ALL POTENTIAL PLANES OF FAILURE HAVE BEEN EXPOSED IN THE EXCAVATION AND WILL BE ADEQUATELY SUPPORTED BY THE PROPOSED BUTTRESS. FIELD CERTIFICATION MUST BE SUBMITTED BY THE CONSULTANTS PRIOR TO PLACING FILL.
16. THE SOILS ENGINEER AND ENGINEERING GEOLOGIST (WHERE EMPLOYED) SHALL PROVIDE RECOMMENDATIONS AND APPROVE CORRECTIVE WORK TO INSURE SLOPE STABILITY WHERE UNSTABLE MATERIAL IS EXPOSED AT THE TOP OF CUTS AND EXCAVATIONS.
17. THE USE OF CORRUGATED STEEL PIPE IS NOT ALLOWED IN ANY COUNTY RIGHTS OF WAY. THE USE OF CORRUGATED STEEL PIPE ON PRIVATE PROPERTY SHOULD BE MINIMIZED. HOWEVER, IF USED SHOULD BE COATED TO MINIMIZE CORROSION AND TO EXTEND SERVICE TIME.
18. INTERIM SOILS AND GEOLOGIC REPORTS SHALL BE SUBMITTED TO THE COUNTY AS REQUIRED BY THE BUILDING OFFICIAL.
19. ROUGH GRADE SOILS ENGINEERING AND (IF APPLICABLE) ENGINEERING GEOLOGY REPORTS SUMMARIZING ALL EARTHWORK PERFORMED AND CONCLUDING THAT THE WORK HAS BEEN COMPLETED ACCORDING TO THE APPROVED REPORTS SHALL BE SUBMITTED TO THE COUNTY FOR APPROVAL OF THE ROUGH GRADING BY THE BUILDING OFFICIAL PRIOR TO CALLING FOR BUILDING AND SAFETY INSPECTION.
20. FINAL SOILS ENGINEERING AND (IF APPLICABLE) ENGINEERING GEOLOGY REPORTS SUMMARIZING ALL EARTHWORK PERFORMED SINCE ROUGH GRADING AND CONCLUDING THAT THE WORK HAS BEEN COMPLETED ACCORDING TO THE APPROVED REPORTS SHALL BE SUBMITTED WITH THE AS-BUILT PLANS (RECORD DRAWING) TO THE COUNTY PRIOR TO FINAL INSPECTION BY THE BUILDING OFFICIAL.

EARTHWORK QUANTITIES

CUT: .290s CU. YDS. EXPORT: .290s CU. YDS. DISPOSAL SITE: N/A

FILL: .0 CU. YDS. IMPORT: .0 CU. YDS. SOURCE: TBD

THIS PROJECT INCLUDES POST CONSTRUCTION BMP'S: YES X NO

THE TOTAL ESTIMATED DISTURBED AREA OF GRADING AND CONSTRUCTION IS .07 ACRES. PROJECTS THAT ARE 1.0 ACRE OR GREATER IN DISTURBED AREA WILL REQUIRE A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND NOTICE OF INTENT (NOI) AS APPROVED BY THE STATE REGIONAL WATER QUALITY CONTROL BOARD AS DESCRIBED ABOVE.

AVERAGE NATURAL SLOPE IN THE AREA OF GRADING: .40.3 %

THE TOTAL AMOUNT OF IMPERVIOUS AREA TO BE CONSTRUCTED AS PART OF THIS PROJECT IS N/A SQ. FT.

TOTAL PROPOSED LANDSCAPED AREA: N/A SQ. FT. TOTAL NATIVE PLANTING LANDSCAPE AREA: N/A % (PERCENT OF TOTAL LANDSCAPE AREA)

ADVISORY: THE PLANTING OF NATIVE VEGETATION IS RECOMMENDED ON ALL GRADED SLOPES. PLEASE VISIT THE VENTURA COUNTY PUBLIC WORKS WEBSITE AT <http://vcpublicworks.org/DIS> FOR A MEMORANDUM BY THE VENTURA COUNTY WATERSHED PROTECTION DISTRICT THAT PROVIDES INFORMATION FOR SEEDING GRADED AREAS.

LAND DEVELOPMENT & INSPECTION SERVICES MUST BE NOTIFIED TEN (10) WORKING DAYS PRIOR TO ANY EXPORT/IMPORT TO/FROM THE PROJECT SITE.

PERMITS

COUNTY ENCROACHMENT PERMIT NO. _____ DATE _____ VENTURA COUNTY WATERSHED PROTECTION DISTRICT WATERCOURSE PERMIT NO. _____ DATE _____

STATE ENCROACHMENT PERMIT NO. _____ DATE _____ FLOODPLAIN DEVELOPMENT PERMIT _____ DATE _____

ENGINEERED GRADING INSPECTION CERTIFICATES

JOB ADDRESS OR LOT AND TRACT NO.: 2376 HERMITAGE LANE, OJAI CA 93023

ROUGH GRADING CERTIFICATION

(A) BY SOILS ENGINEER

I CERTIFY THAT THE ROUGH GRADING WORK INCORPORATES ALL RECOMMENDATIONS CONTAINED IN THE REPORT OR REPORTS FOR WHICH I AM RESPONSIBLE AND ALL RECOMMENDATIONS THAT I HAVE MADE BASED ON FIELD INSPECTION OF THE WORK AND TESTING DURING GRADING. I FURTHER CERTIFY THAT WHERE THE REPORTS OF AN ENGINEERING GEOLOGIST, RELATIVE TO THIS SITE, HAVE RECOMMENDED THE INSTALLATION OF BUTTRESS FILLS OR OTHER SIMILAR STABILIZATION MEASURES, SUCH EARTHWORK CONSTRUCTION HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED DESIGN.

LOT NOS: _____

SEE REPORTS DATED: _____

FOR TEST DATA, RECOMMENDED ALLOWABLE SOIL BEARING VALUES & OTHER SPECIAL RECOMMENDATIONS.

SOILS ENGINEER _____ REG. NO. _____ DATE _____
(SIGNATURE)

(B) BY ENGINEERING GEOLOGIST

I CERTIFY THAT THE ROUGH GRADING WORK INCORPORATES ALL OF THE RECOMMENDATIONS CONTAINED IN THE REPORT OR REPORTS FOR WHICH I AM RESPONSIBLE AND ALL RECOMMENDATIONS THAT I HAVE MADE BASED ON FIELD INSPECTION OF THE WORK DURING GRADING.

LOT NOS: _____

ENGINEERING GEOLOGIST _____ CERT. NO. _____ DATE _____
(SIGNATURE)

(C) BY CIVIL ENGINEER

I CERTIFY TO THE SATISFACTORY COMPLETION OF ROUGH GRADING INCLUDING GRADING TO APPROXIMATE FINAL ELEVATIONS; PROPERTY LINES LOCATED AND STAKED; CUT AND FILL SLOPES CORRECTLY GRADED AND LOCATED IN ACCORDANCE WITH THE APPROVED DESIGN; SWALES AND TERRACES GRADED READY FOR PAYING; BERMS INSTALLED, AND REQUIRED DRAINAGE SLOPES CORRECTED ON THE BUILDING PADS. I FURTHER CERTIFY THAT WHERE REPORT OR REPORTS OF AN ENGINEERING GEOLOGIST AND/OR SOILS ENGINEER HAVE BEEN PREPARED RELATIVE TO THIS SITE, THE RECOMMENDATIONS CONTAINED IN SUCH REPORTS HAVE BEEN INCORPORATED IN THE DESIGN.

LOT NOS: _____

CIVIL ENGINEER _____ REG. NO. _____ DATE _____
(SIGNATURE)

FINAL GRADING CERTIFICATION

BY CIVIL ENGINEER

I CERTIFY TO THE SATISFACTORY COMPLETION OF GRADING IN ACCORDANCE WITH THE APPROVED PLANS. ALL DRAINAGE DEVICES REQUIRED BY THE GRADING PERMIT, GRADING PLANS AND GRADING ORDINANCE HAVE BEEN INSTALLED. EROSION TREATMENT OF SLOPES AND IRRIGATION SYSTEMS (WHERE REQUIRED) HAVE BEEN INSTALLED. ADEQUATE PROVISIONS HAVE BEEN MADE FOR DRAINAGE OF SURFACE WATERS FROM EACH BUILDING SITE AS OF THIS DATE.

LOT NOS: _____

CIVIL ENGINEER _____ REG. NO. _____ DATE _____
(SIGNATURE)

GRADING CONTRACTOR CERTIFICATION

BY GRADING CONTRACTOR

I CERTIFY THAT THE GRADING WAS DONE IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS, THE GRADING ORDINANCE, AND THE RECOMMENDATIONS OF THE CIVIL ENGINEER, SOILS ENGINEER AND ENGINEERING GEOLOGIST. IT IS UNDERSTOOD THAT THIS CERTIFICATION INCLUDES ONLY THOSE ASPECTS OF THE WORK THAT CAN BE DETERMINED BY ME, AS A COMPETENT GRADING CONTRACTOR, WITHOUT SPECIAL EQUIPMENT OR PROFESSIONAL SKILLS.

GRADING CONTRACTOR _____ LICENSE NO. _____ DATE _____
(SIGNATURE)

INSTRUCTIONS: THE OWNER MAY SIGN IF THE GRADING WAS NOT DONE BY A LICENSED GRADING CONTRACTOR.

OWNER/APPLICANT

HERMITAGE MUTUAL WATER CO.
ROGER ESSICK
2376 HERMITAGE LANE, OJAI, CA
(805) 320-1406

TOPOGRAPHY DATA

SURVEY PERFORMED BY GARY SALMEN
GP SALMEN AND ASSOCIATES
257 DOROTHY AVENUE, VENTURA, CA 93003
PHONE: (805) 791-6786

BENCH MARK DATA

VERTICAL DATUM IS NAVD83 FROM NGS CPUS USING GEOID 12B. HORIZONTAL DATUM IS NAD83 SPC 0405 (2011) (EPSG:31470.0000).

SITE HORIZONTAL CONTROL POINTS & VERTICAL BENCHMARKS:
1, 1997005.1655, 8195453.9116, 1448.1590, 20209422 SET MAG 1FT, FROM W EP
2, 1997926.7505, 8195527.6846, 1481.3000, SET MAG 1FT, FROM E EP
3, 1997382.3345, 8195500.8826, 1407.5170, SET MAG 1FT, FROM E EP

WATER RESOURCE ENGINEERING
2300 ALESSANDRO DRIVE #215
805-653-7900
LOU M. NAGY
lou@wreassoc.net

PREPARED BY:

WREA
WATER RESOURCE ENGINEERING ASSOCIATES

2300 ALESSANDRO DR, SUITE 215, VENTURA, CA 93001 • 805.653.7900 • 800-25-WATER • FAX: 805.653.0610

LOUIS M. NAGY R.C.E. NO. 047648 EXP. 12-31-21 DATE

APPROVED: COUNTY OF VENTURA

DATE:

BY:

DEVELOPMENT & INSPECTION SERVICES

COUNTY OF VENTURA
PUBLIC WORKS AGENCY

GENERAL STORMWATER NOTES:

THE LEGALLY RESPONSIBLE PERSON OF ANY PROPERTY IN WHICH GRADING ACTIVITIES OR OTHER SOIL DISTURBANCE ACTIVITIES ARE PERFORMED, INCLUDING PERMITTEE, SHALL COMPLY WITH THE LATEST AND APPLICABLE NPDES REQUIREMENTS. EFFECTIVE COMBINATION OF EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES (BMP'S) SHALL BE INSTALLED BEFORE GRADING BEGINS. DURING GRADING ACTIVITIES, ALL BMP'S SHALL BE UPDATED AS NECESSARY TO PREVENT EROSION AND ANY ILLICIT DISCHARGE OF CONSTRUCTION RELATED POLLUTANTS. EROSION CONTROL BMP'S ARE LISTED ON COUNTY FORMS SW-1, SW-2, OR SW-HR.

1. **GENERAL CONSTRUCTION PERMIT.** PROJECTS THAT CAUSE SOIL DISTURBANCE OF ONE ACRE OR MORE, OR THAT ARE PART OF A COMMON PLAN OF DEVELOPMENT OR SALE THAT CAUSE SOIL DISTURBANCE OF ONE ACRE OR MORE, ARE REQUIRED TO OBTAIN COVERAGE UNDER NPDES CALIFORNIA STATEWIDE GENERAL CONSTRUCTION PERMIT NO. CAS000002 AS A NUMBER ASSIGNED TO THE PROJECT BY THE STATE WATER RESOURCES CONTROL BOARD, COMPLETED AND SIGNED NOTICE OF INTENT (NOI) AND PROJECT STORMWATER POLLUTION PREVENTION PLAN (SWPPP) SHALL BE SUBMITTED AND IMPLEMENTED DURING ALL GRADING ACTIVITIES.
2. **COUNTY'S STORM DRAIN SYSTEM.** ILLICIT DISCHARGES INTO THE COUNTY'S STORM DRAIN SYSTEM AS A RESULT OF GRADING, CLEARING, CONSTRUCTION, DEMOLITION, AND OTHER SOIL DISTURBANCE ACTIVITIES ARE PROHIBITED.
3. **INSPECTIONS.** EROSION CONTROL AND PERMANENT STORMWATER TREATMENT BMP'S ARE SUBJECT TO INSPECTIONS AS REQUIRED BY THE PERMIT ORDER NO. R4-2010-0108, AS AMENDED FROM TIME TO TIME.
4. **PUMPED WATER DISCHARGES.** DISCHARGES OF PUMPED GROUND WATER REQUIRE A DISCHARGE PERMIT FROM THE STATE OF CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD (RWQCB).
5. **SANITARY FACILITIES.** PORTABLE SANITARY FACILITIES SHALL BE LOCATED ON RELATIVELY LEVEL GROUND AWAY FROM TRAFFIC AREAS, DRAINAGE COURSES, AND STORM DRAIN INLETS.
6. **EMERGENCY WORK.** A STANDBY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES DURING THE RAINY SEASON (OCTOBER 1ST TO APRIL 15TH). NECESSARY MATERIALS SHALL BE AVAILABLE ON SITE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF EMERGENCY DEVICES WHEN RAIN IS IMMINENT.

PROJECT BMP'S

THE FOLLOWING BMP'S AS OUTLINED IN, BUT NOT LIMITED TO, THE LATEST EDITION OF THE CASQA CONSTRUCTION BMP ONLINE HANDBOOK MAY APPLY DURING THE CONSTRUCTION OF THIS PROJECT (ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY THE PROJECT ENGINEER, QUALIFIED SWPP DEVELOPER, PRACTITIONER OR THE BUILDING OFFICIAL). CERTAIN BMP'S ARE REQUIRED AS PART OF THE STORMWATER FORMS SW-1, SW-2 AND SW-HR. THE APPLICANT IS RESPONSIBLE FOR ENSURING THAT THE BMP'S LISTED HEREON, ARE IMPLEMENTED AND MAINTAINED AT ALL TIMES DURING THE CONSTRUCTION. THE INSPECTOR OR BUILDING OFFICIAL MAY PERFORM UNANNOUNCED SITE INSPECTIONS TO ENSURE THAT THE PROJECT MAINTAINS THE BMP'S AS LISTED BELOW.

BMP DESCRIPTIONS AND DETAILS CAN BE OBTAINED FROM THE CALIFORNIA STORMWATER HANDBOOKS AT WWW.CASQA.ORG

COMPLETE CHECKLIST BELOW FOR APPLICABLE PROJECT BMP'S

EROSION CONTROL		NON-STORMWATER MANAGEMENT	
<input checked="" type="checkbox"/> EC1 - SCHEDULING	TC1 - STABILIZED CONSTRUCTION ENTRANCE EXIT	<input checked="" type="checkbox"/> NS1 - WATER CONSERVATION PRACTICES	NS2 - DEWATERING OPERATIONS
<input checked="" type="checkbox"/> EC2 - PRESERVATION EXISTING VEGETATION	TC2 - STABILIZED CONSTRUCTION ROADWAY	<input checked="" type="checkbox"/> NS3 - PAVING & GRINDING OPERATIONS	NS4 - TEMPORARY STREAM CROSSING
EC3 - HYDRAULIC MULCH	TC3 - ENTRANCE/OUTLET TIRE WASH	<input checked="" type="checkbox"/> NS5 - CLEAR WATER DIVERSION	NS6 - ILLICIT CONNECTION/DISCHARGE
EC4 - HYDROSEEDING		<input checked="" type="checkbox"/> NS7 - POTABLE WATER/IRRIGATION	NS8 - VEHICLE & EQUIPMENT CLEANING
EC5 - SOIL BINDERS		<input checked="" type="checkbox"/> NS9 - VEHICLE & EQUIPMENT FUELING	NS10 - VEHICLE & EQUIPMENT MAINTENANCE
EC6 - STRAW MULCH		<input checked="" type="checkbox"/> NS11 - PILE DRIVING OPERATIONS	NS12 - CONCRETE CURING
EC7 - GEOTEXTILES & MATS		<input checked="" type="checkbox"/> NS13 - CONCRETE FINISHING	NS14 - MATERIAL & EQUIPMENT USE
EC8 - WOOD MULCHING		<input checked="" type="checkbox"/> NS15 - DEMOLITION ADJACENT TO WATER	NS16 - TEMPORARY BATCH PLANTS
EC9 - EARTH DIKES & DRAINAGE SWALES		WASTE MANAGEMENT & MATERIAL POLLUTION CONTROL	
EC10 - VELOCITY DISSIPATION DEV.		<input checked="" type="checkbox"/> WM1 - MATERIAL DELIVERY & STORAGE	WM2 - MATERIAL USE
EC11 - SLOPE DRAINS		<input checked="" type="checkbox"/> WM3 - STOCKPILE MANAGEMENT	<input checked="" type="checkbox"/> WM4 - SPILL PREVENTION & CONTROL
EC12 - STREAMBANK STABILIZATION		<input checked="" type="checkbox"/> WM5 - SOLID WASTE MANAGEMENT	WM6 - HAZARDOUS WASTE MANAGEMENT
EC14 - COMPOST BLANKETS		<input checked="" type="checkbox"/> WM7 - CONTAMINATION SOIL MANAGEMENT	<input checked="" type="checkbox"/> WM8 - CONCRETE WASTE MANAGEMENT
EC15 - SOIL PREPARATION/ROUGHENING		<input checked="" type="checkbox"/> WM9 - SANITARY/SEPTIC WASTE MANAGEMENT	WM10 - LIQUID WASTE MANAGEMENT
EC16 - NON-VEGETATED STABILIZATION		ADDITIONAL BMP'S SELECTED	
TEMPORARY SEDIMENT CONTROL		TR1 - STABILIZED CONSTRUCTION ENTRANCE / EXIT	
<input checked="" type="checkbox"/> SE1 - SILT FENCE	<input checked="" type="checkbox"/> SE2 - SEDIMENT BASIN		
<input checked="" type="checkbox"/> SE3 - SEDIMENT TRAP	<input checked="" type="checkbox"/> SE4 - CHECK DAM		
<input checked="" type="checkbox"/> SE5 - FIBER ROLLS	<input checked="" type="checkbox"/> SE6 - GRAVEL BAG BERM		
<input checked="" type="checkbox"/> SE7 - STREET SWEEPING AND VACUUMING	<input checked="" type="checkbox"/> SE8 - SANDBAG BARRIER		
<input checked="" type="checkbox"/> SE9 - STRAW BALE BARRIER	<input checked="" type="checkbox"/> SE10 - STORM DRAIN INLET PROTECTION		
<input checked="" type="checkbox"/> SE11 - ACTIVE TREATMENT SYSTEMS	<input checked="" type="checkbox"/> SE12 - TEMPORARY SILT DIKE		
<input checked="" type="checkbox"/> SE13 - COMPOST SOCKS & BERMS	<input checked="" type="checkbox"/> SE14 - BIOFILTER BAGS		
WIND EROSION CONTROL			
<input checked="" type="checkbox"/> WE1 - WIND EROSION CONTROL			
EQUIPMENT TRACKING			

SHEET INDEX

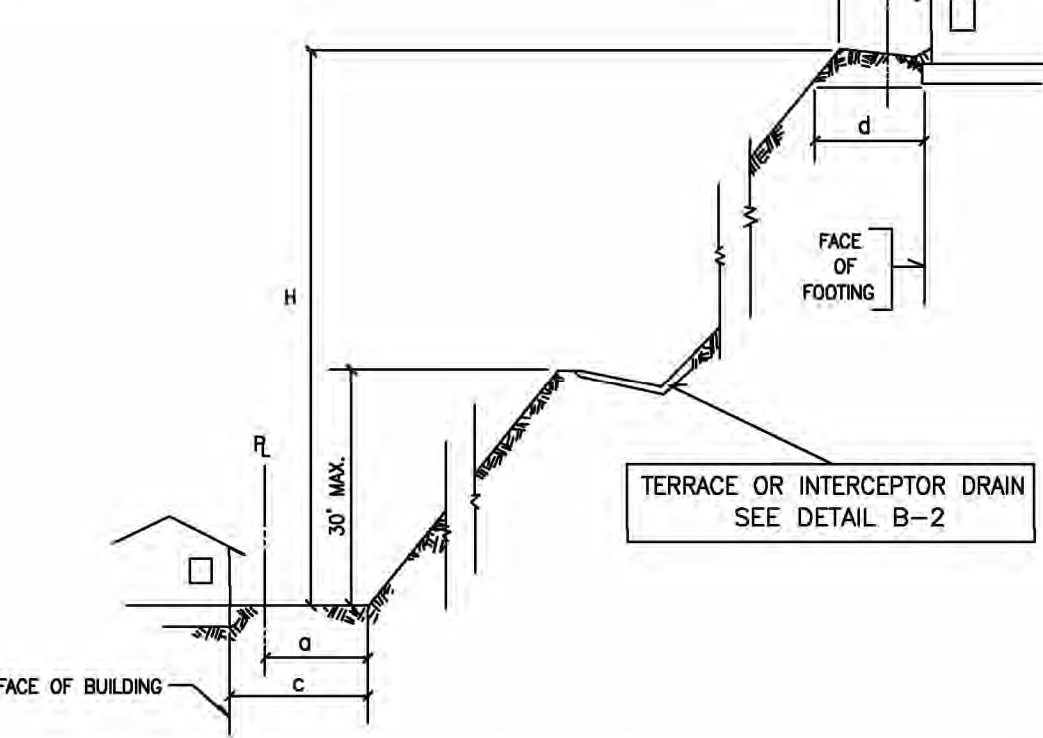
SHEET	TITLE
1	COVER SHEET - LOCATION MAP AND NOTES
2	GRADING PLAN & TYPICAL SECTION



WDID: N/A

COUNTY OF VENTURA
PUBLIC WORKS AGENCY
DEVELOPMENT & INSPECTION SERVICES

TOP AND BOTTOM OF SLOPE SETBACK CRITERIA *

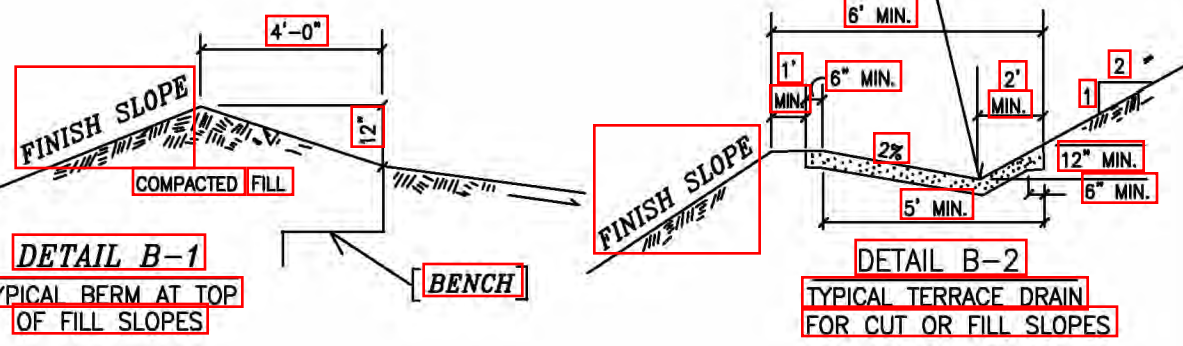
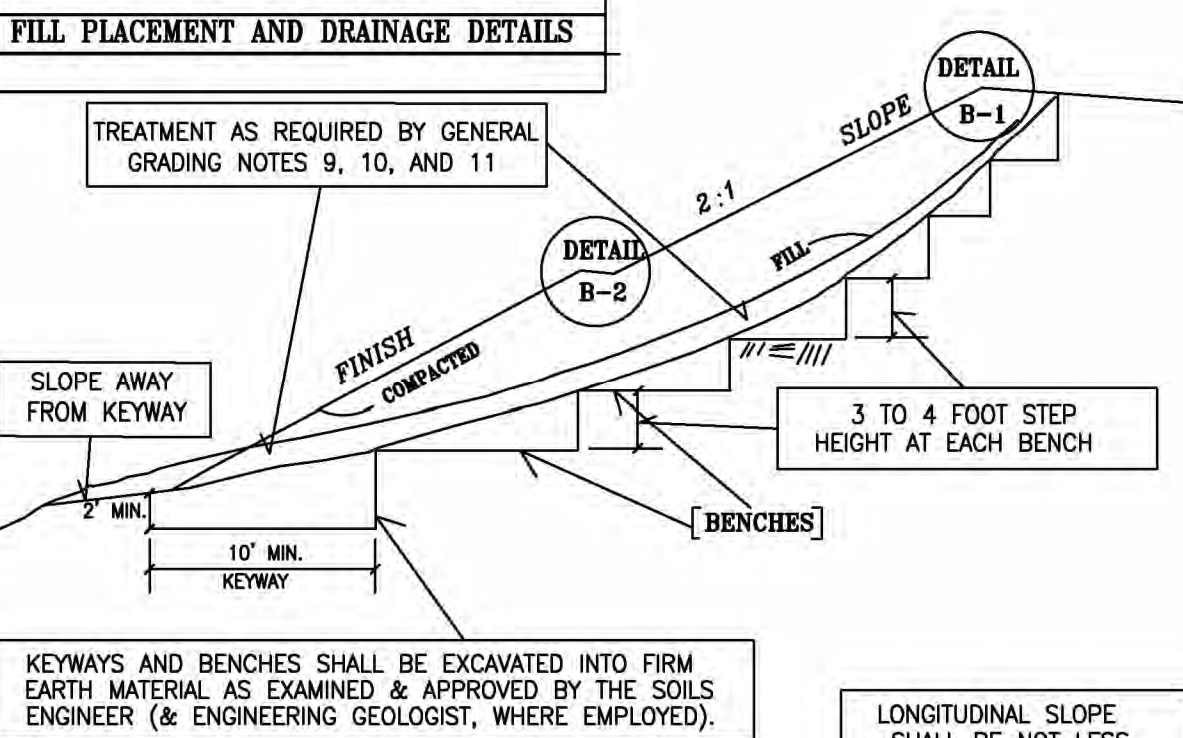


H(IN FEET)	a	b	c	d
ANY HEIGHT	2' MIN (H/2)' 20' MAX	2' MIN (H/5)' 10' MAX	(H/2)' 15' MAX	(H/3)' 40' MAX

* FROM C B C SEC. 1808.7 AND APPENDIX J - SEC. J109
RL (SITE BOUNDARY)

DETAIL A

NTS



- 1) TERRACE DRAINS, INTERCEPTOR DRAINS & DOWNDRAINS SHALL BE CONSTRUCTED OF MINIMUM 3" REINFORCED CONCRETE REINFORCED WITH 8 x 5 x 10 x 10 W.W.M. & SHALL BE OF EITHER SEMI-CIRCULAR OR TRIANGULAR CROSS SECTION.
- 2) FOR INTERCEPTOR DRAIN AT TOP OF CUT SLOPES AND DOWN DRAINS, MINIMUM WIDTH OF 3 FEET.

DETAIL B

NTS

PRELIMINARY

APN: 014-0-030-20

GP: XX-XXXX

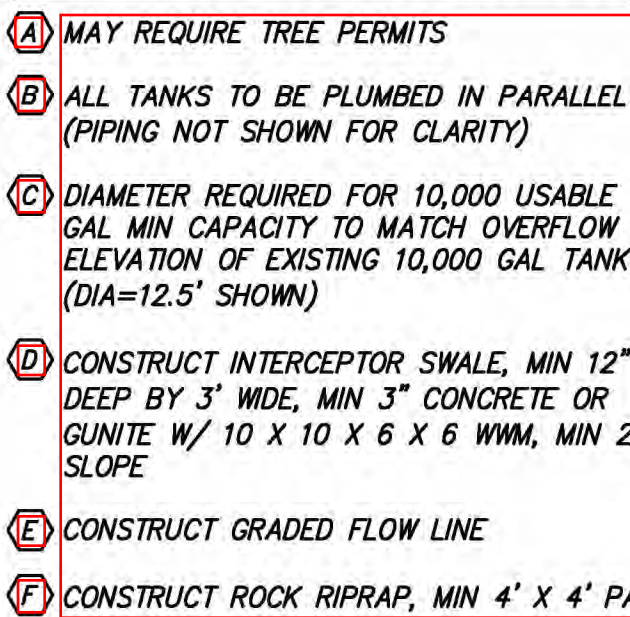
COVER SHEET

HERMITAGE MUTUAL WATER COMPANY
2376 HERMITAGE LANE, OJAI, CA

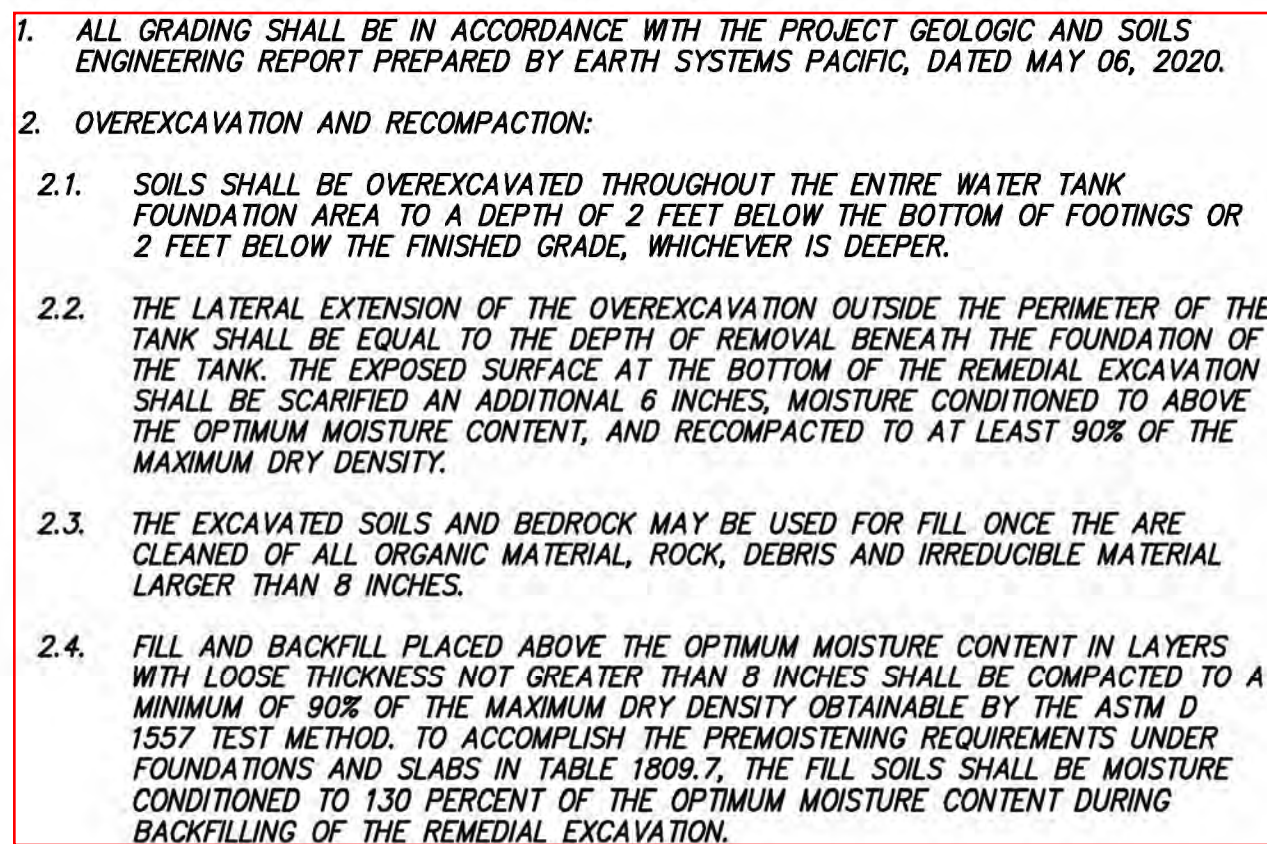
SHEET 1

OF 2

DRAWING NO.



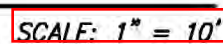
SCALE: 1"=4'



THE EARTHWORK QUANTITY ESTIMATES PROVIDED HEREIN ARE APPROXIMATE IN PLACE VOLUMES CALCULATED FROM THE EXISTING GROUND TO THE PROPOSED FINISH GRADE OR SUBGRADE. EXISTING GROUND IS DEFINED BY THE CONTOURS ON THE PLAN. PROPOSED FINISH GRADE IS DEFINED AS THE DESIGN SURFACE ELEVATION OF EARTH TO BE CONSTRUCTED. PROPOSED SUBGRADE ELEVATION IS DEFINED AS THE DESIGN SURFACE ELEVATION OF EARTH TO BE CONSTRUCTED BENEATH PAVEMENTS OR STRUCTURES OTHER THAN BUILDINGS.

THE ABOVE EARTHWORK QUANTITY ESTIMATES ARE FOR PERMITTING PURPOSES ONLY AND HAVE NOT BEEN FACTORED TO INCLUDE ALLOWANCES FOR EXCAVATION FOR PROPOSED BUILDINGS, BULKING, CLEARING AND GRUBBING, SUBSIDENCE, SHRINKAGE, OVER-EXCAVATION AND RECOMPACTION, TEMPORARY EXCAVATIONS, UNDERGROUND UTILITY AND SUBSTRUCTURE SPOILS AND CONSTRUCTION METHODS.

THE CONTRACTOR SHALL PERFORM AN EARTHWORK ESTIMATE FOR THE PURPOSE OF PREPARING BID PRICES FOR EARTHWORK. THE BID PRICE SHALL INCLUDE COSTS FOR ANY NECESSARY IMPORT AND PLACEMENT OF EARTH MATERIALS OR THE EXPORT AND PROPER DISPOSAL OF EXCESS EARTH MATERIALS.

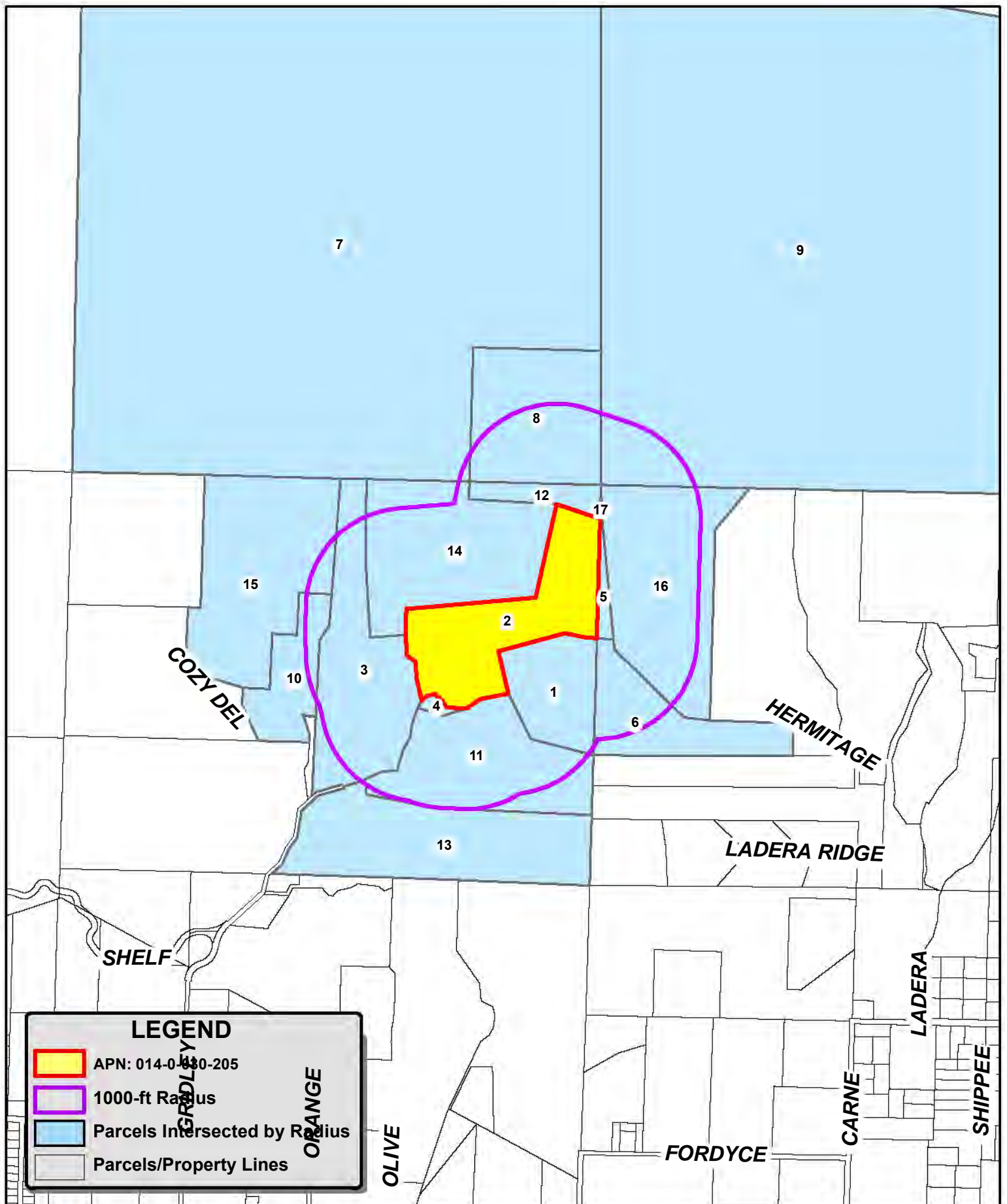


WDID: N/A

APN: 014-0-030-20 GP: XX-XXX

APN	NAME_1	NAME_2
014003018	BLOOMER JULIANNE	
014003020	MCHUGH TIMOTHY C-KATHLEEN TR	
014003027	WARD CHARLES-LOMBARDO M TR	
014003028	ADDAL OJAI LLC	
014006017	MCHUGH TIMOTHY C-KATHLEEN TR	
014006018	BLOOMER JULIANNE	
014001001	UNITED STATES OF AMERICA	
014001002	MCHUGH TIMOTHY-KATHLEEN TR	
014001003	UNITED STATES OF AMERICA	
014003006	DRON KARIN K SURV TR	
014003014	ADDAL OJAI LLC	
014003016	MCHUGH TIMOTHY-KATHLEEN TR	
014003022	LITTLE HAWK TR	
014003025	JONKER WILLEM-BETHALYN TR	
014003029	BHATIA SUMEET	MCDONALD MICHAEL
014006010	SHANKS INVESTMENT GROUP LLC	
014006016	MCHUGH TIMOTHY-KATHLEEN TR	
Areas of Interest	City of Ojai	ATTN: City manager

MAIL_ADDR	CTY_STA	ZIP	index
2800 HERMITAGE RD	OJAI CA	93023	1
2289 HERMITAGE RD	OJAI CA	93023	2
418 S JUNE ST	LOS ANGELES CA	90020	3
325 SHARON PARK DR STE 802	MENLO PARK CA	94025	4
19 HILLCREST MANOR	ROLLING HILLS ESTATES CA	90274-4801	5
2800 HERMITAGE RD	OJAI CA	93023	6
			7
2289 HERMITAGE RD	OJAI CA	93023	8
			9
2150 GRIDLEY RD	OJAI CA	93023-9634	10
325 SHARON PARK DR STE 802	MENLO PARK CA	94025	11
2289 HERMITAGE RD	OJAI CA	93023	12
2000 GRIDLEY RD	OJAI CA	93023	13
2825 HERMITAGE RD	OJAI CA	93023-9647	14
226 W OJAI AV #101-501	OJAI CA	93023	15
2845 HERMITAGE RD	OJAI CA	93023	16
19 HILLCREST MANOR	RLLNG HLS EST CA	90274	17
401 South Ventura St.	Ojai CA	9323	



Item No. 9 - Review of a Modification to Conditional Use Permit application for Proposed Bed-and-Breakfast Inn within Existing Dwelling (PL22-0126)



MEMORANDUM

DATE: September 1, 2022

TO: Office of Supervisor LaVere, District No. 1

FROM: Charles Anthony, Case Planner
Commercial & Industrial Permits Section
Ventura County Planning Division

SUBJECT: Proposed Bed-and-Breakfast Inn within Existing Dwelling
Case No. PL22-0126
335 E. Villanova Road, near Ojai
Assessor's Parcel Number 033-0-060-765

Below is the project description of a proposed bed-and-breakfast inn project which would be located in your district:

The applicant requests a Conditional Use Permit (CUP) to operate a bed-and-breakfast (B&B) inn within one existing dwelling (335 East Villanova Road) on a portion of a 1.02-acre parcel located at 335 E Villanova Road (APN 033-0-060-765) in the unincorporated Ojai Valley area. The existing three-bedroom, 1,607 square-foot dwelling would be made available for compensation to overnight guests for transient occupancy for no more than seven consecutive days (breakfast included). A maximum of six guests (children must be accompanied by an adult) would rent the dwelling in its entirety (i.e., the rooms of the dwelling would not be individually rented as a hotel or motel operation). The dwelling would be rented in its entirety by a customer and the customer's associated persons (i.e., family or friends) and not by separate customers. The proposed B&B Inn would be operated by the property owner who would occasionally occupy the B&B dwelling when not occupied by paying guests. Guests would be served breakfast by a family who live in the on-site accessory dwelling unit (337 East Villanova Road) and who service the property as employed caretakers on an ongoing basis. The caretakers would be on-call 24 hours per day to address guest concerns and to maintain the property. The caretaker would also be the contact for surrounding residents and owners if there was an issue related to the B&B inn operation. The B&B inn would not involve any new, additional employees. While guests would have access to the outdoor areas of the parcel, guests would be prohibited from entering the existing workshop structure. Guest parking would occur within the existing two-car garage (attached to the principal dwelling) and on the two existing uncovered designated parking spaces near the dwelling that would be used for the B&B Inn. Two short-term bicycle parking spaces or bike racks would be located on the property.

The proposed project would not involve any new grading or construction. No changes to the existing lighting are proposed. The parcel includes existing, mature landscape

vegetation along the street-side property line and side property lines. The mature landscaping largely screens the existing dwelling and on-site vehicles from the public using Villanova Road.

Events such as weddings, bar mitzvahs, and similar gatherings would be prohibited. The CUP would not authorize outdoor events related to the B&B inn if (1) both the outdoor event and the number of attendees are such that the use is not customarily incidental, appropriate and subordinate to the principal rural residential use of the parcel and (2) consideration in any form is provided for allowing use of the parcel for the outdoor event. Also, no new bed-and-breakfast inn signage is proposed or permitted. Quiet hours would be observed from 10:00 p.m. to 7:00 a.m.

Access to the B&B dwelling would occur from the existing driveway connected to Villanova Road. Water service would continue to be provided by Ventura River Water District. Wastewater service would be provided by the existing septic system.

Included in the email as part of this memo, please find the links to the following information regarding the recently-submitted application for the project:

- Project Application
- Plans
- Location Map

If you have any questions, or would like additional information regarding the project, please contact me at 805-654-3683 or Charles.Anthony@ventura.org.



Section III – Entitlement/Zone Change/Subdivision Application Questionnaire

County of Ventura • Resource Management Agency • Planning Division
 800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2478 • <https://vcrma.org/divisions/planning>

III.A. Requested Entitlement, Zone Change, and/or Subdivision

Please check all entitlements, subdivisions, and/or zone change of which you are requesting approval.

New	Major Modification	Minor Modification		New
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tract Map (SD and TR)	<input type="checkbox"/> Zone Change (ZN)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parcel Map (SD)	<input type="checkbox"/> Variance (LU)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parcel Map Waiver (SD)	<input type="checkbox"/> Administrative Variance (LU)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conditional Certificate of Compliance (SD)	<input type="checkbox"/> Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conditional Use Permit (LU)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planned Development Permit (LU)	

III.B. Project Description Summary

Please provide a brief summary of the proposed project.

III.C. Assessor Parcel Numbers (“APNs”) and Project Site Location

C.1. Please list all of the APNs that constitute the project site:

033-0-060-765		

(Attach additional sheets if necessary.)

C.2. Street Address (if any): 335 E Villanova Rd. Ojai, CA 93023

STAFF USE ONLY

CASE FILE NUMBER:	Date Received:
Land Use Designation(s):	Zoning Designation(s):
Receipt Number:	Deposit Fee Paid:
Previous Permit Numbers:	Violation Numbers:
Pre-Submittal Planner:	Date of Application Submittal:
Pre-Submittal Letter Date:	Legal Lot Reference:
Proposed Use as Listed in the Use Matrix:	

C.3. Community (e.g., El Rio, Piru, or Lake Sherwood):

III.D. Primary Contact Information

Please designate and provide the following information about the person who will serve as the primary point of contact on this project. All project-related correspondence will be directed to this person.

Name: Jodi Roth Phone Number: (310) 717-1114

Mailing Address: 349 Indiana Ave, Venice CA 90291

Email Address: Rothjodi1@gmail.com Fax Number: _____

III.E. Applicant, Property Owner, and Consultant Information

Please provide the following information about the applicant, property owner, and all consultants (e.g., architects, civil engineers, surveyors, and permit expeditors) who prepared the application materials (e.g., plans, reports, and studies). For the person designated as the primary contact (Item D, above), please state: "Same as Primary Contact." If the item does not apply to your project, please check the "N/A" box and proceed to the following item.

E.1. Applicant

The applicant is: (Please check the appropriate box.)

☒ Owner ☐ Lessee ☐ Has Power of Attorney ☐ Authorized by Owner

If the applicant is not the property owner(s), **please submit a lease agreement, power of attorney document, or owner authorization document** with your application.

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

☒ I hereby submit an application for the land use entitlement(s) and/or zone change identified in this application questionnaire, and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge.

☒ I certify that I have read and understand all of the instructions and submittal requirements for my application package and have made a good faith effort to comply with these instructions and to provide all of the materials and information that are required for a complete application.

☒ I hereby acknowledge that I have been informed of my right to make a written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.

☒ I certify that I am aware that the information provided in my application package may be subject to public inspection that occurs as a result of any request made in accordance with the requirements of the California Government Code [§6253(a) et seq].

Jodi Roth
Applicant's Signature

7.29.22
Date

E.2. Property Owner

If the property owner is the same as the applicant (Item E.1, above), write "same." If there is more than one property owner, **please submit a consent letter for each additional property owner.** If the property owner refuses or is unable to sign, **please provide a copy of the lease, title report, or other documentation.**

Name: Same Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

Jodi Roth
Property Owner's Signature

7.29.22
Date

E.3. Architect

Name: Danny Longwill Phone Number: (805) 403-6595

Mailing Address: 407 Bryant Circle Ojai, CA. 93023

Email Address: danny@twotrees-architect.com Fax Number: _____

E.4. Civil Engineer

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

E.5. Licensed Land Surveyor

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

E.6. Land Use Consultant

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

III.F. Project Description

To ensure County staff understands your project and to avoid delays in processing your application, it is very important to provide as much information as possible on all aspects of the proposed project. In order to present a detailed project description, please answer all of the following questions and provide the requested materials (as applicable) to supplement the project information that must be shown on the project plans and/or map.¹

F.1. Entitlements, Zone Change, and/or Approvals

- a. Existing Permits: List all Federal, State, or Ventura County permits which currently are in effect for the buildings, structures, and uses that currently exist on the project site. If Zoning and Building Permits are unavailable for a building or structure, please contact the Tax Assessor's Office to determine when the building or structure was constructed and provide the date. If there are no permits currently in effect on the project site, please check the "N/A" box and proceed to Item F.1.b. **N/A** ☐

Agency	Permit Case Number	Description of Permitted Use/Development	Permit Issuance Date	Permit Expiration Date
Building + Safety	C17000011	New Home	8.26.20	
Planning Division	ZC19-1096			

- b. Requested Permits, Actions, and Approvals: Please identify all of the Planning Division, other County Agencies, responsible agencies, and trustee agencies permits, actions, and approvals that you are requesting in order to implement the proposed project.² If the project involves a modification to any previously approved permit (e.g., local, State, or Federal permit), please describe the previously approved permit (e.g., type of permit and permit number).

--

- c. Zoning Violations:

(1) Is the project site currently subject to any Federal, State, or Ventura County violations? ☐ Yes ☐ No
If so, please provide the following information:

¹ See the "Requirements for Discretionary Entitlement Application Plans, Subdivision Maps, and Parcel Map Waiver Sketch Maps" checklist for the information that must be shown on project plans and/or the map. Please note that a detailed, narrative project description may be submitted with—but not in lieu of—a completed application questionnaire.

² For a definition of "responsible" and "trustee" agencies, please see the *State CEQA Guidelines* [California Code of Regulations, Title 14, Chapter 3, §15381 and §15386].

Agency	Violation Case Number	Description of the Violation

- (2) If the project is being proposed in order to abate a Zoning Violation, please describe how the proposed project would abate the Zoning Violation. For projects that do not involve a Zoning Violation, please check the "N/A" box and proceed to Item F.1.d. **N/A** ☒

- d. Zone Changes: For projects involving a Zone Change, please provide the proposed changes in land use and/or zoning designations of the project site. For projects that do not involve a Zone Change, please check the "N/A" box and proceed to Item F.1.e. **N/A** ☒

Assessor's Parcel Number	Existing Zoning Designation	Proposed Zoning Designation

- e. Variances: If the project includes a request for approval of a variance, please provide the following information. For projects that do not involve a variance, please check the "N/A" box and proceed to Item F.2. **N/A** ☒

The sole purpose of any variance is to relieve a property owner from an inability to make reasonable use of his or her property in the manner, and for the purpose, which other property of like character, and in the same vicinity and zone, can be used. A variance will not be granted which confers a special privilege inconsistent with the limitations upon other properties in the same vicinity and zone in which the property is situated. All four of the following standards for a variance must be met; please describe how each one pertains to your property (use additional sheets as necessary).

- (1) There are special circumstances or exceptional characteristics applicable to the property with regard to size, shape, topography, location, or surroundings which do not apply generally to comparable properties in the same vicinity and zone classification. You must demonstrate that extraordinary circumstances exist on the property itself, such as:
- Uniqueness in size, shape, etc.

- That topography is the cause of a particular hardship.
- That the location is of a special nature.
- That there is a hardship unique to the property itself, and not a personal problem of the applicant.

- (2) Granting the requested variance will not confer a special privilege inconsistent with the limitations upon other properties in the same vicinity and zone.
- Show that there are related uses on other properties in the same zone.
 - Please be aware that similar variances granted for property elsewhere in the County are not grounds for granting a variance.

- (3) Strict application of the zoning regulations as they apply to the subject property will result in practical difficulties or unnecessary hardships inconsistent with the general purpose of such regulations.

- (4) Granting of the requested variance will not be detrimental to the public health, safety, or general welfare, nor to the use, enjoyment, or valuation of neighboring properties. Provide evidence that granting your request will not impose any hardship or damage on neighboring properties, nor be detrimental to the public welfare.

F.2. Project Phasing/Duration

- a. Development Phasing: Please describe the duration of each phase of the proposed project including, but not limited to, vegetation removal, grading, construction, and operational phases of the project.

N/A

- b. Conditional Use Permit Expiration Date: For projects that involve a Conditional Use Permit ("CUP"), please state the requested expiration date of the CUP (i.e., the termination of the operational phase of the CUP). For projects that do not involve a CUP, please check the "N/A" box and proceed to Item F.2.c. **N/A** ☐

10 years

- c. Special Events: For projects involving special events (e.g., weddings, animal shows, and pumpkin patches), please provide the following information. For projects that do not involve special events, please check the "N/A" box and proceed to Item F.3. **N/A** ☒

Type of Event:

Events not allowed. All events Prohibited.

Days and Hours of Operation:

Total Number of Events/Year:

F.3. Self-Imposed Restrictions

- a. Existing Restrictive Covenants: Is the property (or a portion thereof) subject to a Restrictive Covenant?
☐ Yes ☒ No

If the answer is "Yes," please submit a copy of the Restrictive Covenant.

- b. Please describe any features that have been incorporated into the project description to avoid any adverse environmental impacts and/or to achieve consistency with a policy or regulation that applies to the project (e.g., self-imposed prohibitions on future ministerial uses of the property). If the project includes a restrictive covenant, please describe the following features of the restrictive covenant:
- The purpose of the restrictive covenant (e.g., avoidance of a significant impact to biological resources or geological hazards);
 - The type of areas that would be subject to the restrictive covenant (e.g., wildlife habitat areas located adjacent to the project site); and,
 - The amount of area that would be subject to the restrictive covenant.

N/A

F.4. Dedications/Easements

Please describe in detail the type, size, and purpose of all proposed dedications (e.g., road, utility, or habitat conservation easements). **N/A** ☐

F.5. Water Supply

- a. What is the existing source of water at the project site? Please check the item that applies and, if a water purveyor provides water, please provide the requested information about the water purveyor:³

(1) Water Purveyor ☒

Water Purveyor's Name: Ventura River Water District

Address: 409 Old Baldwin Rd. Ojai, CA. 93023

Phone Number: (805) 646-3403

(2) Individual Water Well ☐

(3) Shared Water Well ☐

- b. What is the size of the water tank/reservoir that serves the project site? N/A gallons

- c. Please provide the fire flow that is available to the project site: _____ GPM @ 20 PSI Residual

- d. Please identify the Groundwater Basin or State Designated Hydrologic Area in which the project site is located. Please indicate if the project site is located within the boundaries of any water management authority (e.g., the Ojai Basin Groundwater Management Agency, the Fox Canyon Groundwater Management Agency, or the Santa Paula Pumpers Association).

³ In order to identify the water purveyor that serves the project site, please see the Watershed Protection District's "Inventory of Public and Private Water Purveyors in Ventura County" (March 2006) which is available at the Watershed Protection District, Groundwater Section.

- e. Please list all known water wells onsite or offsite that would supply the project, including any municipal, industrial or agricultural supply wells.⁴ If the project would not rely on a water well, please check the "N/A" box and proceed to Item F.5.E. **N/A** ☒

- f. For projects that are proposed to rely on public water, **please submit three copies of a water availability letter from the water company** indicating that existing/future domestic water service is available for the proposed project. The water availability letter must show that the water purveyor has additional groundwater to serve the total annual water supply that is required for the project. This letter is required when the water supply is to be provided by a city, water district, mutual water company, privately owned water company or with five or more service connections, or similar supplier.⁵ If the project would not rely on public water, please check the "N/A" box and proceed to Item F.5.g. **N/A** ☒

- g. For projects that are proposed to rely on an individual or shared water well, please submit the following information. If the project would not rely on an individual or shared water well, please check the "N/A" box and proceed to Item F.5.h. **N/A** ☒

(1) **Please submit three copies of a well water quality report which includes testing results obtained within the last year.**⁶ This report is required when the domestic water supply is to be provided by an individual well or a well shared by four or fewer connections (including the proposed connection for the project).

(2) **Please submit three copies of a water well pump and recovery test (well test) of the proposed water supply.**⁷

- h. Please provide a detailed description of the proposed water source for fire protection purposes, by answering the following questions and providing the following information:

(1) Is the source of water for fire protection purposes going to be provided by a private well or purveyor?
☐ Private Well ☒ Purveyor

If water is going to be provided by a purveyor, please provide the following information. If water is not going to be provided by a private well, please proceed to Item F.5.h(1)(b).

(a) Purveyor Name: Ventura River Water District

⁴ For projects that are located within the boundaries of the Fox Canyon Groundwater Management Agency (FCGMA), FCGMA Ordinance No. 8.1 requires that before drilling a new water well, a completed water well permit application must be submitted. The FCGMA "No Fee Water Well Permit Application" form is available on-line at: <http://www.fcgma.org>.

⁵ A water bill may be used in lieu of a letter for existing service for some projects; however, please contact Rebecca Lustig at (805) 654-2830 and Kim Loeb at (805) 650-4083 to determine if a water bill may be used for the proposed project.

⁶ Please see the County of Ventura, Resource Management Agency, Environmental Health Division's "Certification of Water Quality" handout, which is available at the Environmental Health Division's Public Information Counter.

⁷ Please see the Watershed Protection District, Groundwater Section, for the methodology and reporting requirements for a water well pump and recovery test.

Address: _____

Phone Number: _____

(b) Size of the water tank/reservoir that serves the water system: _____ gallons

(c) Fire flow that is available at 20 PSI-R from the water system at the nearest fire hydrant to the project site: _____ gpm

F.6. Sewage Disposal

a. What is the existing source of sewage disposal? Please check the item that applies. If a sewer purveyor provides sewage disposal services, please provide the requested information about the sewer purveyor. If an on-site wastewater treatment system provides sewage disposal, please indicate the type of system by checking the appropriate box.

(1) Public Sewer ☐ Sewer Purveyor's Name: _____

Address: _____

Phone Number: _____

(2) On-site wastewater treatment system

(a) Septic System ☒ *See pumping + inspection report*

(b) Treatment Plant ☐

(c) Grey Water System ☐

(d) Step (Septic Tank Effluent Pumping) Systems ☐

b. Subdivisions and other discretionary projects having a direct effect upon the volume of sewage are required to demonstrate conformance with the Ventura County Sewer Policy.⁸ This policy does not apply to the construction of one single-family residence or second dwelling unit on a legal lot. If your project only involves the construction of one single-family residence or second dwelling unit on a legal lot, please check the "N/A" box and proceed to Item F.6.c. **N/A** ☐

c. Public sewer: If the property is/will be served by public sewer, **provide three copies of a sewer availability letter** from the sanitation district, city, or other sewer agency, indicating that existing/future sewer service is available for the proposed project. A sewer bill may be used in lieu of a letter for existing service for some projects. If the property is not/will not be served by public sewer, please check the "N/A" box and proceed to Item F.6.d. **N/A** ☐

⁸ Please see the Ventura County Sewer Policy (Adopted on June 6, 1995), which is available at the Environmental Health Division counter or on-line at <http://www.vcrma.org/envhealth/technical-services/land-use/index.html>.

- d. On-site wastewater treatment system (e.g., "septic system" or "treatment plant"): If the project is/will be served by on-site sewage disposal, **provide the following information:**

(1) **Three copies of a Septic Tank Pumping Report** for all existing septic systems located on the project site.⁹

(2) **Three copies of a soils report** for septic system suitability for proposed septic systems.¹⁰

If the property is not/will not be served by on-site sewage disposal, please check the "N/A" box and proceed to Item F.6.e. **N/A** ☒

- e. For commercial projects and subdivisions involving three or more lots less than five acres in size, applicants must contact the Los Angeles Regional Water Quality Control Board to obtain the waste discharge requirements that will apply to the project. Please contact the Los Angeles Regional Water Quality Control Board at (213) 576-6600 for more information.

F.7. Groundwater Resources

- a. If necessary,¹¹ please **provide a percolation plan and calculations** to demonstrate sufficient measures will be incorporated into the project design to assure that the proposed project would not result in a net reduction in aquifer recharge. Specific measures that may be incorporated into the project include, but are not limited to: reduction of impervious surface areas; construction of detention/percolation ponds; use of porous paving materials; diversion of runoff to sheet flow over landscaped areas; landscape drainage swales; and, soil amendment techniques to enhance percolation. All proposed impervious surfaces (e.g., parking areas, sidewalks, and buildings), must be itemized in the calculations. If a percolation plan and calculations are not required, please check the "N/A" box and proceed to Item F.7.b. **N/A** ☒
- b. If necessary,¹¹ please **submit data on the quantity of past groundwater use and proposed groundwater use**. Please be advised that you must show how any potential increase in water demand caused by the proposed project would be mitigated such that there would be no net increase in groundwater usage and no net detriment to the underlying aquifer volume, recharge capability, or quality. Securing another source of water (e.g., reclaimed water or providing "new water" such as imported water, or water from other sources) would be considered an acceptable mitigation measure to offset potential increases in the demand for groundwater. If data on groundwater use is not required, please check the "N/A" box and proceed to Item F.7.c. **N/A** ☒

⁹ Please see the County of Ventura, Resource Management Agency, Environmental Health Division's "Septic Tank Pumping Report" handout, which is available at the Environmental Health Division counter or on-line at <http://www.vcrma.org/envhealth/technical-services/land-use/index.html>.

¹⁰ Please see the County of Ventura, Resource Management Agency, Environmental Health Division's "Soils Report Requirements" handout, which is available at the Environmental Health Division counter or on-line at <http://www.vcrma.org/envhealth/technical-services/land-use/index.html>.

¹¹ Please contact the Watershed Protection District, Ground Water Section, to determine if a percolation plan and calculations, or data on groundwater use are required.

- c. Please contact the Watershed Protection District, Groundwater Section to determine if the project site overlies an overdrafted groundwater basin. If the project site overlies an overdrafted groundwater basin, please list the name of the groundwater basin. If the project site does not overlie an overdrafted groundwater basin, please check the "N/A" box and proceed to Item F.8. **N/A** ☒

Groundwater Basin: _____

F.8. Surface Water Quality

The following questionnaire will only determine if the proposed project is subject to Ventura Countywide NPDES Municipal Stormwater Permit Order No. R4-2010-0108, Part 4.E "Planning and Land Development Program" requirements to select, design, construct, and maintain Post-construction Stormwater (PCSW) controls. Additional evaluation of the proposed project will be conducted to determine any additional individual and cumulative impacts by the proposed project to surface water quality.

- a. Does this proposed project involve construction of street(s), road(s), highway(s), or freeway adding or creating 10,000 square feet or more of **impervious surface area** (refer to the Definition below)?
- ☐ **Yes**, this project shall incorporate USEPA Guidance "Managing Wet Weather with Green Infrastructure: Green Streets" to the maximum extent practicable. For additional information refer to <http://onestoppermit.ventura.org> under Surface Water Quality Section's "Guidelines/Standards".
- ☒ **No**, proceed to item F.8.b
- b. Is this application for construction of a Single Family Hillside¹² Home?
- ☐ **Yes**, this project shall include Post-Construction Requirements for Single-Family Hillside Homes. For additional information refer to <http://onestoppermit.ventura.org> under Surface Water Quality Section's "Guidelines/Standards".
- ☒ **No**, proceed to item F.8.c
- c. Is the proposed project located within the County Unincorporated Urban areas?
- ☐ **Yes**, proceed to item F.8.d
- ☒ **No**, this proposed project is not subject to PCSW controls.
- d. Is this application for a New Development project that will result in creation or addition of **impervious surface area** (refer to the Definition below)?
- ☐ **Yes**, proceed to item F.8.e
- ☒ **No**, proceed to item F.8.f
- e. Please check the appropriate box if the proposed New Development project involves any of the following activities:
- ☐ **Yes**, New Development project equal to 1 acre or greater of disturbed area and adding more than 10,000 square feet of **impervious surface area** (refer to the Definition below);
- ☐ **Yes**, Industrial park 10,000 square feet or more of surface area;
- ☐ **Yes**, Commercial strip mall 10,000 square feet or more of **impervious surface area** (refer to the Definition below);

¹² "Hillside" is defined as average slope of 20% or greater.

- ☐ **Yes**, Retail gasoline outlet 5,000 square feet or more of surface area;
- ☐ **Yes**, Restaurant 5,000 square feet or more of surface area;
- ☐ **Yes**, Parking lot 5,000 square feet or more of **impervious surface area** (refer to the Definition below), or with 25 or more parking spaces;
- ☐ **Yes**, Automotive service facility 5,000 square feet or more of surface area;
- ☐ **Yes**, a project located in or directly adjacent to, or discharging directly to an Environmentally Sensitive Area¹³ (ESA), where the development will:
 - A) Discharge storm water runoff that is likely to impact a sensitive biological species or habitat; and
 - B) Create 2,500 square feet or more of **impervious surface area** (refer to the Definition below).
- ☒ **No**, none of the above; this proposed New Development project is not subject to PCSW Controls.

If you check "**Yes**" in at least one box above (item F.8.e), proceed to item F.8.h for required project submittal information.

- f. Is proposed project a Redevelopment and land-disturbing activity (not an interior remodel, not a roof replacement, or other maintenance-related activities) of an existing single-family dwelling and accessory structures that will result in creation, addition, or replacement of 10,000 square feet of **impervious surface area** (refer to the Definition below)?
 - ☐ **Yes**, the PCSW controls are required; for project submittal information refer to item F.8.h
 - ☒ **No**, proceed to item F.8.g
- g. Is proposed Redevelopment and land-disturbing activity (not maintenance) project other than existing single-family dwelling that will result in creation, addition, or replacement of 5,000 square feet of **impervious surface area** (refer to the Definition below) on already developed site¹⁴?
 - ☐ **Yes**, the PCSW controls are required; for project submittal information refer to item F.8.h
 - ☒ **No**, this Redevelopment project is not subject to PCSW controls.
- h. If you answered "**YES**" to questions in items F.8.f and F.8.g, the proposed project is subject to design, construction, and maintenance of the PCSW controls in accordance with the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures (available at <http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>). The following items shall be included in your application package:
 - I. Identify proposed PCSW controls on your site/grading plan,
 - II. Provide the necessary analysis in your Drainage Study to demonstrate that the PCSW controls will function as proposed including any applicable stormwater quality design flow or volume calculations for proposed treatment device(s) using applicable "Design Procedure Form" (Appendix G of the Technical Guidance Manual), and
 - III. Submit a Post-Construction Stormwater Management Plan (PCSWMP)¹⁵.

¹³ For complete ESA information, call County Stormwater Program staff at (805) 662-6737.

¹⁴ To determine if proposed project meets definition of Redevelopment project, the already developed site shall meet at least one of the criteria listed in items F.8.a or F.8.e. For additional information, call County Stormwater Program staff at (805) 662-6737.

¹⁵ County of Ventura PCSWMP form is available at <http://onestoppermit.ventura.org> under County Stormwater Program Section "Forms" tab. For additional information, call County Stormwater Program staff at (805) 662-6737.

DEFINITION:

Impervious Surface Area - A hard surface area which either prevents or retards the entry of water into the predevelopment soil mantle. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, impermeable concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater. For complete definition refer to the 2011 Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures available at

<http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>.

For more information refer to <http://onestoppermit.ventura.org> under County Stormwater Program or call (805) 662-6737.

The copy of the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures is available at <http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>.

F.9. Floodplain Management¹⁶

- a. If the project, including any site grading, is proposed to be located within a 100-year floodplain but the floodplain boundaries and 100-year base flood elevation on the property have not been determined by FEMA on the Flood Insurance Rate Map (i.e., referred to as an Unnumbered/Approximate 'A' flood zone), a California-licensed Civil Engineer will need to submit hydrologic and hydraulic analyses that determine the boundaries, base flood elevation, and velocity of the 100-year floodplain and, if applicable, the Regulatory Floodway. A California-licensed Land Surveyor can provide current topography of the property as part of the submitted engineering analyses. If the project is not located within an Unnumbered/Approximate 'A' flood zone, please check the "N/A" box and proceed to Item F.9.b. **N/A** ☒
- b. If the project, including site grading, is proposed to be located in close proximity to a boundary of a Regulatory Floodway or a boundary of a 100-year floodplain, as delineated on the current ('Effective') or latest FEMA-issued ('Preliminary') Flood Insurance Rate Map, a California-licensed Civil Engineer, Architect, or Land Surveyor will need to submit a scaled site plan, using current topography, verifying the location of the proposed project in relation to the floodway/floodplain boundary. Please proceed to F.9.c; however, if the project is not located within a floodway/floodplain, please check the "N/A" box and proceed to Item F.9.d. **N/A** ☒
- c. If the project is proposed to be located within a 100-year floodplain, please list all proposed structures (habitable and non-habitable, site grading, and any new or replacement utilities and services (electrical, mechanical, heating, ventilation, plumbing). Please proceed to F.9.d.

- d. If the project is proposed to be located within the Silver Strand or Hollywood Beach coastal communities, specifically, please provide the following elevation information.¹⁷ If the project is not located within these communities, please check the "N/A" box. **N/A** ☒

¹⁶ County of Ventura Floodplain Management Ordinance, Title 44 Code of Federal Regulations Sections 59, 60, 65, and 70.

¹⁷ Please see the Public Works Public Information Counter to obtain an instruction handout.

- (1) Elevation (Mean Sea Level) of the localized flooding spillpoint for the subject property: _____ msl.
- (2) Elevation (Mean Sea Level) of the crown of fronting street (measurement taken at mid-point of the property frontage): _____ msl.

F.10. Geology, Site Grading, and Drainage

- a. If the project involves site grading activities, please provide the following information. For projects that do not involve grading activities, please check the "N/A" box and proceed to Item F.10.b. Please be advised that **all projects involving new construction require the submission of three copies of a soils report.** N/A ☒

- (1) Please provide the following statistics on the proposed site grading activities:

- (a) Area to be graded: _____ sq. ft. _____ acres
- (b) Slope ratio of steepest finished slope (horizontal feet/each vertical foot): _____
- (c) Height of highest finished slope (from top to bottom): _____ ft.
- (d) Please state whether or not the graded soil is proposed to be balanced on-site during construction, or proposed to be reused during the landscaping phase of the project.

- (e) If the proposed project would result in the export of materials, please provide the following information. If the project does not involve the export of materials, please check the "N/A" box and proceed to Item F.10.a(1)(f). N/A ☒

- (i) Types of materials to be exported:

- (ii) Location to which excess materials would be transported: ,

- (iii) Proposed truck route to the location where the materials would be transported:

- (f) If the proposed project would require the import of materials, please provide the following information. If the project does not involve the import of materials, please check the "N/A" box and proceed to Item F.10.a(1)(g). N/A ☒

(i) Types of materials to be imported:

(ii) Location from which the materials would be imported:

(iii) Proposed truck route from the materials site to the proposed project site:

(g) For all projects involving new construction or grading activities, **please submit three copies of a soils report**. If the project does not involve new construction or grading activities, please check the "N/A" box and proceed to Item F.10.a(1)(h). N/A ☒

(h) For all projects involving new construction or grading and that are located within a hillside or Geologic Hazard Area, **please submit three copies of a geology report**. If the project does not involve new construction or grading in any of these areas, please check the "N/A" box and proceed to Item F.10.a(1)(i). N/A ☒

(i) Please describe any features that have been included in the project description to control the creation of dust.

b. **Please submit four copies of a drainage study**, if the project would result in: a change in the amount of impervious area within the project site; any change on local drainage patterns; a subdivision; and/or any additional storm water runoff onto adjacent property or public roads. If the project does not require a drainage study, please check the "N/A" box and proceed to Item F.11. N/A ☒

The drainage study must conform to the following requirements and must include (but is not limited to) the following information:

- (1) The drainage study must be prepared, signed, and stamped by a California Registered Civil Engineer.
- (2) The drainage study must conform to the Ventura County Road Standards, as well as the Watershed Protection District's standard, which is that there must not be an increase in peak runoff rate in any storm frequency.¹⁸

¹⁸ For a checklist of the requirements for drainage studies, please see the Watershed Protection District's "Requirements for CEQA Hydrology Submittals," which is available at vcwatershed.org (select Resources/Hydrology Info), and the Ventura County Road Standards, which are available at the Transportation Department Public Counter.

(3) The drainage study must:

- (a) Calculate and address the potential increase in the peak runoff rate that would be generated by the proposed project;
- (b) Describe all proposed and existing drainage facilities;
- (c) Identify if the project would generate additional storm water run-off onto adjacent private property or any public road right-of-way;
- (d) Identify if the drainage from the project site would be directed or tie into the existing storm drain facilities/ditches;
- (e) Identify if the project would result in any change on local drainage patterns; and,
- (f) Identify if the capacity of the existing local drainage facility is adequate to accept the peak runoff created by the project.

(4) The drainage study must include all hydrology and hydraulic calculations used in preparing the drainage plan. The hydrology and hydraulic calculations must be prepared according to the Ventura County Flood Control District Hydrology Manual and the Ventura County Public Works Agency, Transportation Department's, Road Standards.¹⁹

F.11. Trip Generation

a. Traffic Studies: **A traffic study is required** for projects that have the potential to create impacts to:

- The State Route (SR) 118/SR 34 intersection, SR 34, SR 118 in the Somis Area, Santa Rosa Road, Moorpark Road, and SR 33 in the Casitas Springs Area; and/or,
- County thoroughfares, state highways, and intersections that are operating below level of service D.

A traffic study may also be required for:

- Any project that is estimated to generate 10 or more peak-hour trips. Examples of projects that would generate 10 or more peak-hour trips include:
 - Residential development of 10 units or more;
 - Commercial office projects of 4,400 square feet or more;
 - Other commercial projects or medical office projects of 2,400 square feet or more;
 - Any fast food restaurant project; and,
 - Manufacturing or industrial projects of 6,000 square feet or more.
- With unclear project descriptions, and on land uses that are not represented in the ITE Trip Generation Manual or the SANDAG Brief Guide of Vehicular Traffic Generation Rates.

¹⁹ Please check the Transportation Department Requirements for drainage study submittals. A checklist of requirements may be obtained from the Public Counter.

- For temporary construction projects with construction periods exceeding six months generating more than 10 peak hour trips or 100 daily trips.²⁰

If a traffic study is required for the proposed project, please complete a "Work Scope for Traffic Impact Analysis" form and submit it to the Transportation Department for review and approval—prior to preparing the Traffic Study. Please contact the Discretionary Permit Coordinator for the "Work Scope for Traffic Impact Analysis" form.

- b. Was a traffic study prepared for the proposed project? ☐ Yes ☐ No

If so, **please submit three copies of the traffic study.** If not, please summarize the trip generation estimates for the proposed project by completing the following table by using the trip generation information provided by the Discretionary Permit Coordinator:

Trip Generation Estimates								
Land Use	Trip Generation Code ²¹	Size/Number of Units	Average Daily Trips (ADT)		Peak Hour Trips			
			Rate	Trips	A.M.		P.M.	
					Rate	Trips	Rate	Trips
Existing Trip Generation Estimates								
1 Single family dwelling		1			0.70		0.94	
1 other dwelling		1			0.48		0.57	
		2 TOTAL	---		1.18		1.51	
Proposed Project Trip Generation Estimates								
Bed + Breakfast		3			1.02		1.08	
1 other dwelling		1			0.48		0.57	
		2 TOTAL	---		1.50		1.65	

- c. If the proposed project involves the legalization of a lot or a currently unpermitted land use, please answer the following question. If not, please check the "N/A" box and proceed to Item F.11.d. **N/A** ☒

Does the proposed project involve the renewal of an entitlement for, and an expansion of, a land use that existed prior to 1985? ☐ Yes ☒ No

If the answer is "yes," **please provide documentation that indicates the land use existed prior to 1985.**

- d. For agricultural, commercial, institutional, and industrial projects, please state the number, type (e.g.,

²⁰ For more information, please see the Transportation Department's Traffic Impact Study and SR 118 and SR 34 Procedures for Initial Screening brochures, which are located at the Public Works Agency, Engineering Services Department, Development and Inspection Services Division's Public Counter. Also, please be advised that if a project has the potential to generate traffic that would affect a city's roadway network, the traffic study will need to address the city's requirements for traffic studies.

²¹ Trip generation estimates should be based on the SANDAG Vehicular Traffic Generation Rates which can be found on line at: http://www.sandag.org/uploads/publicationid/publicationid_1140_5044.pdf. To convert Truck trips to Passenger Car Equivalent (PCE), it should be multiplied by three.

deliveries), and frequency of vehicle trips that will result from the proposed project. For all other projects, please check the "N/A" box and proceed to Item F.11.e. **N/A** ☐

Vehicle Type	Number	Frequency (per day)
TOTAL		---

- e. **Traffic Control Plan:** For projects that involve special events (e.g., weddings, festivals, animal shows, and pumpkin patches), or any detour, road closures, or partial road closures on County Roads, **please submit a Traffic Control Plan** written by a traffic control professional, which includes the following information.

- (1) The use of trained and qualified traffic control officers (off-duty safety officers);
- (2) Advance warning and changeable message boards; and,
- (3) Any other measures as appropriate.

If the project does not require a Traffic Control Plan, please check the "N/A" box and proceed to Item F.12. **N/A** ☒

F.12. Hazardous Materials/Waste and Fire Protection

- a. With the exception of applications that only involve Zone Changes (i.e., applications that do not include an accompanying discretionary entitlement or subdivision application), **please submit a completed "Certification Statement of Hazardous Waste/Substance Site"** which is included with this application packet. If the application only involves a Zone Change, please check the "N/A" box and proceed to Item F.12.b. **N/A** ☒

- b. For non-residential projects, please describe the type and quantity of hazardous materials (e.g., motor oil, oil filters, paints, solvents, fertilizers, or chemicals) and wastes utilized and/or stored on-site, by providing the following information. For residential projects, please check the "N/A" box and proceed to Item F.12.c. **N/A** ☐

Hazardous Material or Waste	DOT Hazard Classification	IBC/IFC Hazard Class	Largest Container/ Tank (ft ³ , lbs., or gal.)	Total Amount (ft ³ , lbs., or gal.)

- c. Please describe any underground hazardous materials storage tank(s) that are proposed to be installed, removed, and/or used. If the project is located on an active Leaking Underground Fuel Tank (LUFT) site, please describe the status of the case. If the project site does not have an underground hazardous materials storage tank or involves a LUFT site, please check the "N/A" box and proceed to Item F.13.

N/A ☒

F.13. Noise

- a. Existing Noise Environment: Please describe the sources of noise surrounding the project site by completing the following table. A noise study may be submitted in lieu of providing the information requested below.²²

Noise Source (e.g., Railway or Roadway)	Approximate Distance Between the Source of the Noise and the Project Site (feet)

- b. Please describe the noise that would be generated by the proposed project, as well as noise to which proposed uses would be subject, by providing the following information.²³

(1) Noise Sensitive Uses:

- (a) Does the project involve the use of dwellings, schools, hospitals, nursing homes, churches, or libraries? ☐ Yes ☒ No

If the answer is yes, please proceed to Item F.13.b(1)(b). If the answer is no, please proceed to Item F.13.b(2).

(b) Is the project site located:

- (1) Within a noise contour that identifies areas with ambient noise levels that are 60 db(A) CNEL or greater, surrounding a roadway or airport?²⁴ ☐ Yes ☒ No

If the answer is yes, **please submit a noise study** that complies with the requirements of the *Ventura County Initial Study Assessment Guidelines*.

- (2) Within 500 feet of a railroad, industrially designated area, or other relatively continuous noise source?²⁵ ☐ Yes ☒ No

²² See Footnote 16 (above).

²³ For the definitions, measurement, and thresholds/standards relating to noise, please see the: *Ventura County General Plan Goals, Policies and Programs* (2016, §2.16), which is available on-line at <http://www.vcrma.org/planning/plans/general-plan/index.html>; *Ventura County General Plan Hazards Appendix* (2013, §2.16), which is available on-line at <http://www.vcrma.org/planning/plans/general-plan/index.html>; and/or, *Ventura County Initial Study Assessment Guidelines* (April 2011, Section 19, "Noise and Vibration"), which are available on-line at <http://www.vcrma.org/planning/ceqa/isag.html>

²⁴ See the *Ventura County General Plan Hazards Appendix* (2013, §2.16), or consult the Discretionary Permit Coordinator for maps that identify the locations of the noise contour lines that indicate areas around roadways and airports within Ventura County, which experience noise levels that are at least 60 dB(A) CNEL.

²⁵ See the *Ventura County General Plan Land Use, Existing Community, and Area Plan Maps* (as appropriate) to determine the project site's proximity to industrially-designated areas. Links to the *Ventura County General Plan Land Use, Existing Community, and Area Plan Maps* are available on-line at <http://www.vcrma.org/planning/plans/general-plan/index.html>

If the answer is yes, **please submit a noise study** that complies with the requirements of the *Ventura County Initial Study Assessment Guidelines*.

(2) Noise-Generating Activities:

Noise-Sensitive Use	Typical Noise-Sensitive Time Period	Does the project involve the use of noise-generating equipment, vehicles, or machinery within 500' of the noise sensitive use during the typical noise-sensitive time period(s)?*
Hospital or Nursing Home	24 hours	<input type="checkbox"/> Yes <input type="checkbox"/> No
Single-Family or Multi-Family Dwelling	7:00 PM to 7:00 AM, Monday through Friday; and, 7:00 PM to 9:00 AM, Saturday, Sunday, and Local Holidays	<input type="checkbox"/> Yes <input type="checkbox"/> No
School, Church, or Library	Anytime when in operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No

* When answering this question, please consider all phases of the project (e.g., vegetation removal, grading, construction, and long-term operational phases of the project).

If the answer is yes to any of the items above, please submit a noise study that complies with the requirements of the *Ventura County Initial Study Assessment Guidelines* and/or *County of Ventura Construction Noise Threshold Criteria and Control Measures* (as applicable).

Alternatively, you may forego the preparation of a noise study, if you are willing to accept a condition on the entitlement that will prohibit the noise-generating activities during the typical noise-sensitive time period(s) for the noise-sensitive use(s). If you would like to forego the preparation of a noise study by accepting the condition that will limit the time periods when the noise-generating activities may occur, please check the following box. ☐

F.14. Lighting

For projects located within the Ojai Valley Dark Sky (DKS) Overlay Zone (i.e., within the Ojai Valley Municipal Advisory Council (MAC) Boundary), Scenic Resource Protection (SRP) Overlay Zone, projects near wildlife habitat, or projects that have significant visual or community character impacts, please provide the following information. For all other projects, please check the "N/A" box and proceed to Item F.15. **N/A**

- a. Existing outdoor lighting on site: Please graphically depict on the site plan and elevations, include a list of all existing outdoor light fixtures located on the project site. A lighting plan indicating all outdoor lights may be submitted in lieu of this list.

Dark sky compliant

- b. Proposed outdoor lighting on site: Please list and describe the outdoor lighting that would be generated by the proposed project.²⁶ A lighting plan indicating all outdoor lights may be submitted in lieu of this list.

²⁶ For the definitions and standards relating to outdoor lighting in the Dark Sky Overlay Zone, please see the: *Ventura County Non-Coastal Zoning Ordinance* (2018, §8109-4.7.4), which is available online at https://docs.vcrma.org/images/pdf/planning/ordinances/VCNCZO_Current.pdf;

Please note that if the parcels lie within the DKS Overlay Zone, all proposed outdoor lighting shall comply with standards identified in Sec. 8109-4.7 of the *Non-Coastal Zoning Ordinance (2018)*. These include compliance of each outdoor light fixture with shielding, lighting intensity (lumens), color temperature, light trespass levels, height of fixtures, security lighting, etc.

Please note that depending on nature of the project, you may be required to prepare a lighting plan as a condition of approval for the entitlement to ensure that the proposed outdoor lighting will minimize glare, minimize energy consumption, avoid interference with reasonable use of adjoining properties, light pollution, and other objectives as identified in the appropriate section of the *Non-Coastal Zoning Ordinance*.

F.15. Utilities

- a. Utilities: Please identify all of the utilities that would provide service to the project site, by completing the following:

Utility	Name	Address	Phone Number	Email Address
Gas	So cal Gas	1650 Mountain View Ave, Oxnard, CA.	(800) 427-2200	
Electricity	So cal Edison	P.O. Box 800 Rosemead, CA.	(800) 655-4555	
Phone				
Cable	Spectrum		(888) 369-2408	

- b. Electricity:

Dwelling has solar + Powerwall - varies

- (1) What is the projected amount of electrical usage (peak KW/Hours/Day)?

Fri + Sat evenings peak in winter

- (2) Do existing lines have to be increased in number or size?
If yes, please describe:

☐ Yes ☒ No

- (3) Do overhead electrical facilities require relocation or under grounding?
If yes, please describe:

☐ Yes ☒ No

- (4) Please indicate the length of new offsite electrical transmission and distribution facilities that are required to serve project. If the project does not involve the installation of new offsite electrical transmission and distribution facilities, please check the "N/A" check box. **N/A** ☒

c. Natural Gas:

(1) Please indicate the expected amount of gas usage: Approx 18 therms in Summer

(2) Do existing gas lines have to be increased in size? ☐ Yes ☒ No 188 therms in Winter
If yes, please describe:

(3) Do existing gas lines require relocation? ☐ Yes ☒ No
If yes, please describe:

(4) Please indicate the length and size of new offsite gas mains that are required to serve the project. If the project does not involve the installation of new offsite gas mains, please check the "N/A" box and proceed to Item F.16. N/A ☒

F.16. Agricultural Resources

For projects located within rural-, agricultural-, and open space-designated areas, please provide the following information. For all other projects, please check the "N/A" box and proceed to Item F.17. N/A ☒

a. Important Farmland Inventory: Please list the amounts of classified farmland²⁷ that will be covered by permanent pavement or permanent flooring as a result of the proposed project.

(1) Prime Farmland _____ acres

(2) Statewide Importance Farmland _____ acres

(3) Unique Farmland _____ acres

(4) Local Importance Farmland _____ acres

b. Please describe how the project's design will minimize the loss of agricultural soils.

c. For purposes of land use compatibility, the distance from new structures, as well as outdoor uses, to the lot lines adjacent to neighboring farmland will be measured and evaluated. Please contact the Agricultural Land Use Planner, Korinne Bell (Korinne.Bell@ventura.org or (805) 933-2415) for details.

²⁷ Information on the amount of classified farmland located on the project site may be obtained from the Resource Management Agency GIS Department. Please contact Mr. Jose Moreno, M.A., GISP, GIS Supervisor, at (805) 477-1585, or jose.moreno@ventura.org, to obtain this information.

- d. Is the property subject to an LCA Contract? ☐ Yes ☒ No

If the answer is "No," please proceed to Item F.16 e. If the answer is "Yes," please provide the LCA Contract Number: _____

- e. Animal Keeping and Husbandry/Vector Control: For projects that involve animal keeping or boarding activities, please provide the following information. For projects that do not involve animal keeping or boarding activities, please check the "N/A" box and proceed to Item F.17. **N/A** ☒

- (1) The number and species of animals that are proposed to be kept or boarded on-site.

- (2) The proposed animal waste handling activities (e.g., the frequency of collection, storage and disposal).

- (3) For projects involving animal husbandry uses and which require a Tract Map or Conditional Use Permit ("CUP"), **please submit two copies of a Manure Management Plan**.²⁸ For all other projects, please check the "N/A" box and proceed to Item F.17. **N/A** ☒

F.17. Solid Waste, Recycling, Greenwaste, and Composting Operations

For projects involving solid waste, recycling, greenwaste processing, or composting operations, please complete F.17.a through F.17.c.²⁹ For projects not involving these types of facilities or uses, please check the "N/A" box and proceed to Item F.18. **N/A** ☒

- a. Composting Operations: If the project involves composting operations, **please complete the Environmental Health Division's "Supplemental Questionnaire for Proposed Compost Projects,"** which is available at

²⁸ For the requirements of a Manure Management Plan, please see the Watershed Protection District's "Guidelines for Preparing a Manure Management Plan (MMP)" which is available at the Watershed Protection District, Groundwater Section.

²⁹ County Ordinance No. 4308 requires facilities engaging in commercial composting, or facilities that chip, grind, and process green material and sell products derived from these operations, to enter into a contract with the County. (To review Ordinance No. 4308, go to www.wasteless.org. Select "Landfills, Disposal, Refuse Collection"/Ordinances.)

the Environmental Health Division Public Information Counter. For projects that do not involve composting operations, please check the "N/A" box and proceed to Item F.17.b. **N/A** ☒

b. For other solid waste, recycling, or greenwaste processing operations, please describe the:

(1) Type of material to be processed, stored or disposed:

(2) Type of equipment that will be utilized:

(3) The amount of material stored on-site:

(4) The storage time of materials on-site:

c. Solid Waste Dust Control: Does the project involve any solid waste operations? ☐ Yes ☒ No
If the answer is "yes," please submit three copies of a dust control plan and odor impact and minimization plan.³⁰

F.18. Air Quality

a. Air Emissions: Please provide the following information on known sources of air emissions surrounding the project site (e.g. manufacturing, industrial, herbicide applications, and roadways).

(1) Air Emission Source(s):

(2) Approximate distance between the emissions source and the project site: _____ feet

b. Air Pollution Emitting Devices: Please indicate if any equipment or devices associated with the project will release air emissions that may require an Air Pollution Control District ("APCD") Permit to Operate or an

³⁰ Please contact the Resource Management Agency, Environmental Health Division, or the Air Pollution Control District for additional information on the requirements for a dust control plan and odor impact and minimization plan.

APCD Permit to Construct.³¹ If the project does not require either of these APCD Permits, please check the "N/A" box and proceed to Item F.19. **N/A** ☒

F.19. Commercial, Agricultural, Institutional, and Industrial Projects Operational Characteristics

For commercial, agricultural, institutional, or industrial projects, please answer the following questions. For all other projects, please check the "N/A" box and proceed to Item F.20. **N/A** ☒

- a. Materials: For commercial, agricultural, and industrial projects, please describe in detail the type of materials used, stored, sold and/or processed, and the processes that are proposed. If the project only involves an institutional use, please check the "N/A" box and proceed to Item F.19.b. **N/A** ☒

- b. Existing Operations: For project sites that are currently developed with commercial, agricultural, institutional, and/or industrial uses, please provide the following information. For all other projects, please check the "N/A" box and proceed to Item F.19.c. **N/A** ☒

- (1) How many employees work on the property? Please indicate the days and hours that they work, as well as the number of employees/shift.

Coretaker on site in ADU

- (2) For multi-tenant buildings and structures, please provide the number of tenants that exist on the subject property. For project sites that do not have multi-tenant buildings and structures, please check the "N/A" box and proceed to Item F.19.c. **N/A** ☒

Tenants

- (3) Please provide the days and hours of operation of each business located on the property.

See detailed description of bed + breakfast

- c. Proposed Operations: For commercial, agricultural, institutional, or industrial projects, please provide the following information. For all other projects, please check the "N/A" box and proceed to Item F.20. **N/A** ☒

³¹ Please see APCD Rule 10, Permits Required, which is available on-line at:
<http://www.arb.ca.gov/DRDB/VEN/CURHTML/R10.PDF>.

(1) Please list the proposed daily number of:

Employees: 1 caretaker, cleaning crew as needed.

~~Customers:~~

Guests: max 6

Visitors of the Facilities: on site Weekly Gardener

Employees that will Reside on the Subject Property: Caretaker receives reduced rent in compensation.

(2) Please list the days and hours of operation of the facilities, and the total number of days of operation/year.

Days and Hours: See description Total Number of Days/Year: See description

(3) Please describe how security will be provided.

Caretaker on site
5 security cameras installed.

(4) For projects that involve gas stations, please indicate the proposed number of fuel pumps. For projects that do not involve gas stations, please check the "N/A" box and proceed to Item F.19.c(5). **N/A** ☒

 Fuel pumps

(5) For projects that involve car washes, please indicate the proposed number of stalls. For projects that do not involve car washes, please check the "N/A" box and proceed to Item F.19.c(6). **N/A** ☒

 Stalls

(6) For projects that involve hotels, schools, hospitals, or care facilities, please indicate the proposed number of each of the following. For projects that do not involve these types of uses/facilities, please check the "N/A" box and proceed to Item F.19.c(7). **N/A** ☐

3 Rooms of the building 6 Guests Clients

(7) Please describe any uses, operations, or structures that would produce light, glare, or heat, as well as any methods that would be used to shield, enclose, or otherwise control the light, glare, or heat. If the project would not produce light, glare, or heat, please check the "N/A" box and proceed to Item F.19.d. **N/A** ☒

- d. Wireless Communications Facilities: For projects involving wireless communications facilities, please provide the Federal Communications Commission Lease Agreement number or FRN number. For all other projects, please check the "N/A" box and proceed to Item F.19.e. **N/A** ☒

Lease Agreement Number: _____ FRN Number: _____

- e. Mining Projects: For all projects involving mineral resource extraction projects, please submit a Mining Reclamation Plan that meets the requirements of the Surface Mining and Reclamation Act ("SMARA"). Please see the following website for the requirements of a Mining Reclamation Plan: <http://www.conservation.ca.gov/omr/Pages/index.aspx>. If after reviewing the SMARA requirements you have additional questions, please contact Brian McCarthy at (805) 654-5037 or brian.mccarthy@ventura.org. For all other projects, please check the "N/A" box and proceed to Item F.20. **N/A** ☒

- f. Oil and Gas Exploration and Production: For all projects involving oil and gas exploration and production, please answer the following questions: For projects that do not involve oil and gas exploration, please check the "N/A" box and proceed to Item F.20. **N/A** ☒

- (1) Will hydraulic fracturing, acid well stimulation treatment, or other well stimulation treatments be performed? (per Public Resources Code §3150 seq.) For projects that do not involve well stimulation treatments please check "No" box and proceed to Item F.20

☐ Yes ☒ No

- (2) What hazardous materials will be used as part of the well stimulation treatment and in what quantities? (per Public Resources Code §3160)

- (3) How much water will be used for the well stimulation and where will it come from (supply source)? (per Public Resources Code §3160(b)(2)(D) and §3160(d)(1)(C))

- (4) How much liquid waste will be generated from the well stimulation treatments and where will it be disposed of? (per Public Resources Code §3160 seq.)

F.20. Tract Map, Parcel Map, Conditional Certificates of Compliance, and Parcel Map Waiver Supplemental Information

For Tract Map, Parcel Map, and Parcel Map Waiver applications, please submit the following information that is required for your application. For all other projects, please check the "N/A" box and proceed to Item F.21.

N/A ☒

- a. For all Tract Map, Parcel Map, Conditional Certificates of Compliance, and large lot subdivision applications, **please submit an original and one copy of a signed Public Easement Certification Form.**³² For all other projects, please check the "N/A" box and proceed to Item F.20.b. N/A ☒
- b. For all Tract Map, Parcel Map, Conditional Certificates of Compliance and Parcel Map Waiver applications, **please submit two copies of a Preliminary Title Report and title policy that are less than one year old and current**, showing evidence of insurability for all parcels involved in the project.³³ For all other projects, please check the "N/A" box and proceed to Item F.20.c. N/A ☒
- c. For Parcel Map Waivers, **please submit the following additional items.** For all other projects, please check the "N/A" box and proceed to Section F.21. N/A ☒
 - (1) **Seven to 21 copies of new legal descriptions**³⁴—prepared by a person who is licensed to practice land surveying—that are acceptable for recordation.
 - (2) **Two copies of the draft, unsigned documents to modify the deeds of trust** between all financial institutions having interest in the properties and the property owners.
 - (3) For lot line adjustments involving multiple property owners, **two copies of draft, unsigned grant deeds** proposed to effectuate the title transfer between the property owners with a legal description for the portion being transferred.
 - (4) **One original and two copies of a signed owner's certificate**³⁵ (as shown in the title report) and notarized. Each property owner must sign and have their signature notarized on the appropriate certificate (exactly as shown in the vesting title report), as follows:
 - Individual - For use by individual property owners (up to four property owners may be listed on this form).
 - Partnership - For persons signing on behalf of a partnership that owns the property. **Please submit a copy of the agreement** to verify the partnership signatures.
 - Corporate - For persons signing on behalf of a corporation that owns the property. **Please submit a copy of the articles of incorporation** to verify the signatures.
 - Attorney in Fact - If someone is signing as attorney in fact for the owner verifying documents.
 - Trustee- If the property is held in trust, all trustees are required to sign as trustees of that trust.

³² A Public Easement Certification Form is available at the Planning Division Public Information Counter.

³³ For Parcel Map Waiver applications, do not change ownership or lenders during the processing of the Parcel Map Waiver application as it may void processing and delay your project.

³⁴ Please contact the Discretionary Permit Coordinator using the information provided in the instructions to this application packet, to determine the exact number of copies that will be required for your project.

³⁵ An owner's certificate is available at the Planning Division Public Information Counter.

- (5) One original of the **Lender's Acknowledgment form**,³⁶ signed and notarized by all lenders wherein the subject parcels are used as collateral for a loan, if financed.

F.21. Legal Lot Requirement

Has the Planning Division issued a Preliminary Legal Lot Determination for the property? ☒ Yes ☐ No

- a. If the answer is "no," please proceed to Item F.21.b. If the answer is "yes," what was the finding of the Preliminary Legal Lot Determination?

Parcel 1 of Parcel Map #4401

- b. If the Planning Division has not issued a Preliminary Legal Lot Determination for the property, please describe by what means (e.g., Tract Map, Parcel Map, Parcel Map Waiver, or Certificate of Compliance) the property gained its current configuration, making sure to include the map citation (e.g., "8 MR 14 36 PM 4") or project case number (e.g., "PMW 1046" or "SD06-0031"). However, if the Planning Division has not issued a Preliminary Legal Lot Determination for the property, and you do not have information on the means by which the property gained its configuration, please submit an application for a Preliminary Legal Lot Determination prior to submitting an application for your project.³⁷ If the project does not require a Preliminary Legal Lot Determination, please check the "N/A" box. N/A ☐

F.22. Existing Physical Features and Development on, and Surrounding, the Project Site

- a. Please describe the physical features of the project site. Physical features that should be described include, but are not limited to:

- Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.
- Distinctive topographical and/or scenic features, such as the Pacific Ocean, mountain ranges, hillsides, and Geologic Hazards Areas.³⁸
- Wildlife habitat (e.g., woodlands or chaparral habitat).

Already developed residential property

³⁶ A Lender's Acknowledgement Form is available at the Planning Division Public Information Counter.

³⁷ For more information on how to determine if a project site would be located on a legal lot, and for Preliminary Legal Lot Determination applications, please see <http://www.vcrma.org/planning/programs/legal-lots/index.html>.

³⁸ To determine if the project site is located within a Geologic Hazards Area, please see the Ventura County General Plan Hazards Appendix (Last Amended on October 22, 2013, Chapters 2.2 through 2.5), which is available on-line at: <http://www.vcrma.org/planning/plans/general-plan/index.html>

- b. For project sites that are located within rural-, agricultural-, or open space-designated areas, please describe the agricultural activities that exist on-site (e.g., types of crops that are cultivated and/or animal keeping or husbandry activities that occur). For projects that are not located within these areas, please check the "N/A" box and proceed to Item F.22.c. N/A ☒

Few fruit trees for the enjoyment of the guests.

- c. Please describe the physical features surrounding the project site. Please include the following physical features and indicate where they are located in relation to the project site [e.g., direction (north, south, east, or west) in relation to, and distance from, the project site]:

- Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.
- Distinctive topographical and/or scenic features, such as the Pacific Ocean, mountain ranges, and hillsides.
- Wildlife habitat (e.g., woodlands or chaparral habitat).
- Local access to the project site including (but not limited to) County and city roadways, as well as private roadways or driveways.
- Regional access to the project site, which typically consists of State and Federal freeways and highways.
- If agricultural activities occur on properties that are located adjacent to the project site, please describe the types of crops that are cultivated.

Residential Open Space + agricultural Properties.

- d. Please describe the existing development on adjacent properties surrounding the project site by completing the following table. Please describe the types of uses (e.g., agriculture, residential, recreation, open space/vacant, retail sales, wholesale, multi-tenant office space, or manufacturing and assembly plant), buildings, and structures on properties that are adjacent to, or across a roadway from, the subject property.

Direction	Building, Structure, or Outdoor Use	Use(s)	Approximate Height or Number of Stories	Proximity to Project Site
North	Residential	dwellings		
South	Agricultural/open space			
East	" "	" "		
West	" "	" "		

e. Please answer the following questions related to Military Operation Areas.³⁹

(1) Is your project within 1,000 feet of a military installation?

☐ Yes ☒ No

(2) Is your project beneath a low-level "military training route" flight path?

☐ Yes ☒ No

(3) Is your project within a special use "restricted" airspace?

☐ Yes ☒ No

F.23. Cultural Resources

a. Has the project site been subject to any archaeological, historical, and/or paleontological resource surveys?

☐ Yes ☒ No ☐ Unknown

b. Is there a building or structure that is 50 years old or older that will be demolished or otherwise impacted by the proposed development?

☐ Yes ☒ No ☐ Unknown

If the project has been subject to an archaeological, historical, and/or paleontological resource survey, **please submit a copy of the report or any documentation regarding the survey** as part of your application. Please be advised that:

- If it is found that the project site is located on, or within the vicinity of, known archaeological, historical, and/or paleontological resources, or has not been previously surveyed for the presence of these resources, an analysis of potential impacts to the resources might be required as part of the environmental review of your project;
- Typically all project sites that are Designated Cultural Heritage Sites³⁹ will require an analysis of potential impacts to the cultural resources as part of the environmental review of your project; and,
- Buildings or structures that are at least 50 years old might qualify as historical resources, the impacts to which are required to be analyzed as part of the environmental review of the project.

³⁹ Please contact the Planning Division Counter or the Discretionary Permit Coordinator to determine if the project site qualifies as a Designated Cultural Heritage Site. You will need to present the Assessor's Parcel Number (APN) to the Planning Counter staff or the Discretionary Permit Coordinator to obtain this information.

³⁹ In accordance with State Senate Bill 1462, please respond to these questions by visiting the County of Ventura's public mapping tool "County View," located at <http://gis.ventura.org/countyview>. Once you have located your project's appropriate parcel, click "Parcel Report." Once the Parcel Report opens, scroll down to "Hazards" to find the subsection titled "Military Operations Area." The information presented in the Parcel Report will assist you in answering the questions.

F.24. Biological Resources

Has an Initial Study Biological Assessment been conducted by a Qualified Biologist for this project?

☐ Yes ☒ No

If No, be advised that all projects that could impact sensitive biological resources must provide an Initial Study Biological Assessment (ISBA) with the project application. This includes projects located-on or adjacent-to land with native vegetation, on land within 300 feet of watercourses or wetlands, on land used by animals for movement between habitats, or on land that provides other habitat for sensitive species. Discuss your specific project with the Planning Division staff to determine if an ISBA will be required.

F. 25. Protected Trees

Will any trees protected by the Ventura County Tree Protection Ordinance be potentially impacted by this project?

☐ Yes ☒ No

Note: Potentially impacted trees include not only the protected trees that are directly part of this request, but also any other protected trees whose tree protection zones (TPZs) are within 20 feet the limits of the construction area (including access drives and utility easements). This includes trees growing on adjacent parcels if their TPZ extends onto the subject parcel. The TPZ extends out from the trunk to 5 feet beyond the dripline, or a minimum of 15 feet from the trunk, whichever is greater.

If Yes, provide the following information.

- Has an Arborist Report, prepared in compliance with the Content Requirements for Arborists Reports, been submitted? ☐ Yes ☒ No (If No, please consult with the Planning Division.)
- Has all other required documentation per the *Submittal Requirements for Tree Permits & Authorizations* been submitted? ☐ Yes ☒ No ☐ Unsure
- Number of prior protected trees removed from the parcel for reasonable access to or use of property:
No. of oaks: _____ No. of sycamores: _____ No. of other protected trees: _____ Unknown ☐
- Number of prior protected trees removed from the parcel for agriculture within the last 12 months?
No. of trees: _____ Unknown ☐
- Provide the following information about any potentially impacted protected trees. Complete one row for each tree or stand of trees of the same species, heritage status, action and general location.

ID #	No. of Trees	Tree Species	Heritage (90+ inches girth*)	Action (remove, alter, encroach)	Tree Location (include reference to a fixed landmark)
Ex.	5	Oak	No	Remove	Back of lot; near SE corner of proposed building.
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ID #	No. of Trees	Tree Species	Heritage (90+ inches girth*)	Action (remove, alter, encroach)	Tree Location (include reference to a fixed landmark)
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Girth is the circumference of the trunk, generally measured at 4.5 feet above the ground. (This position may vary depending upon where the waist of the tree is—the narrowest trunk point is typically the goal—and many other factors.) If there are multiple trunks, measure each and add their measurements together; for heritage trees only the two largest trunks are measured.

f. Have any of the above actions (removal, alteration, encroachment) already occurred?

Yes ☐ No ☒

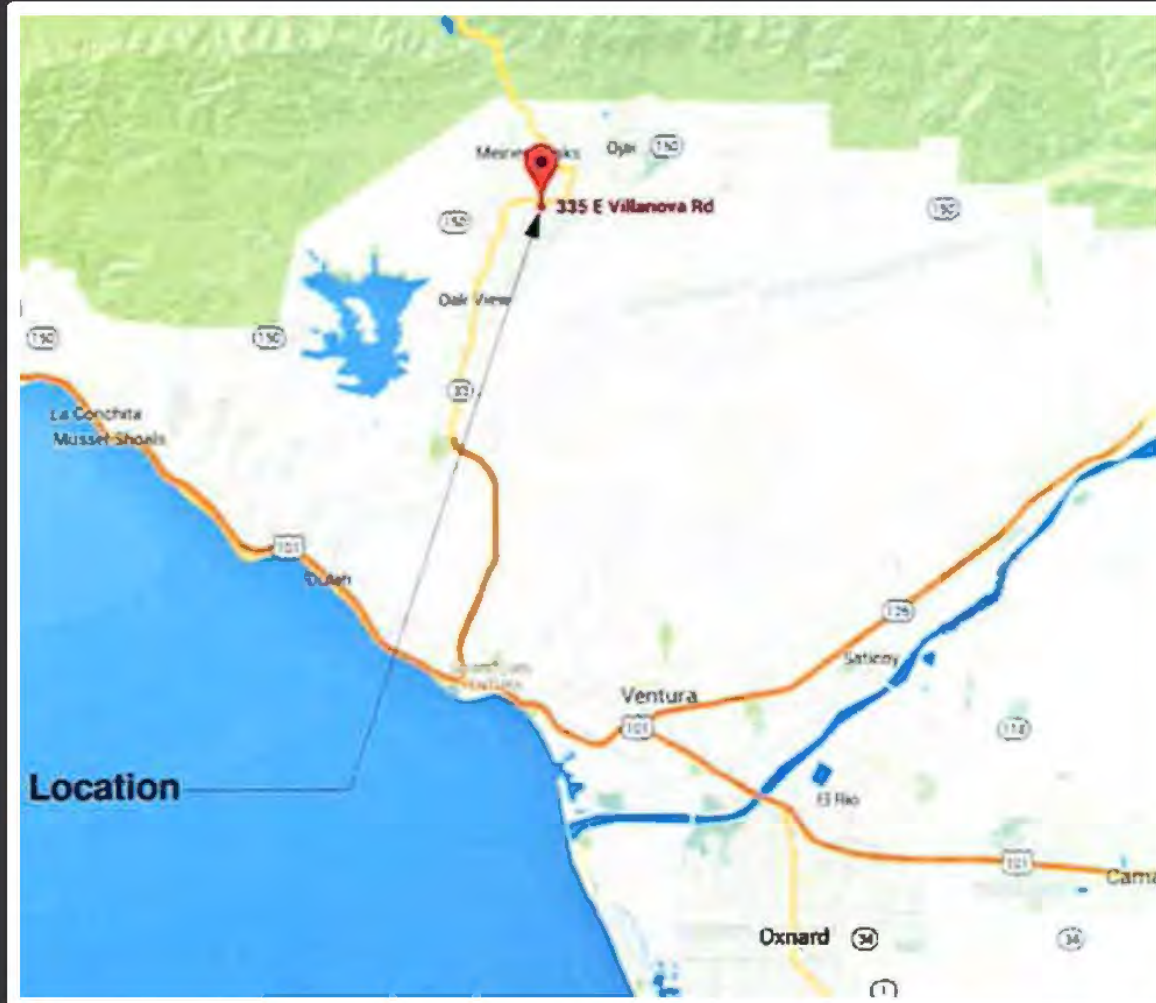
If Yes, explain (include tree or tree stand ID#): _____

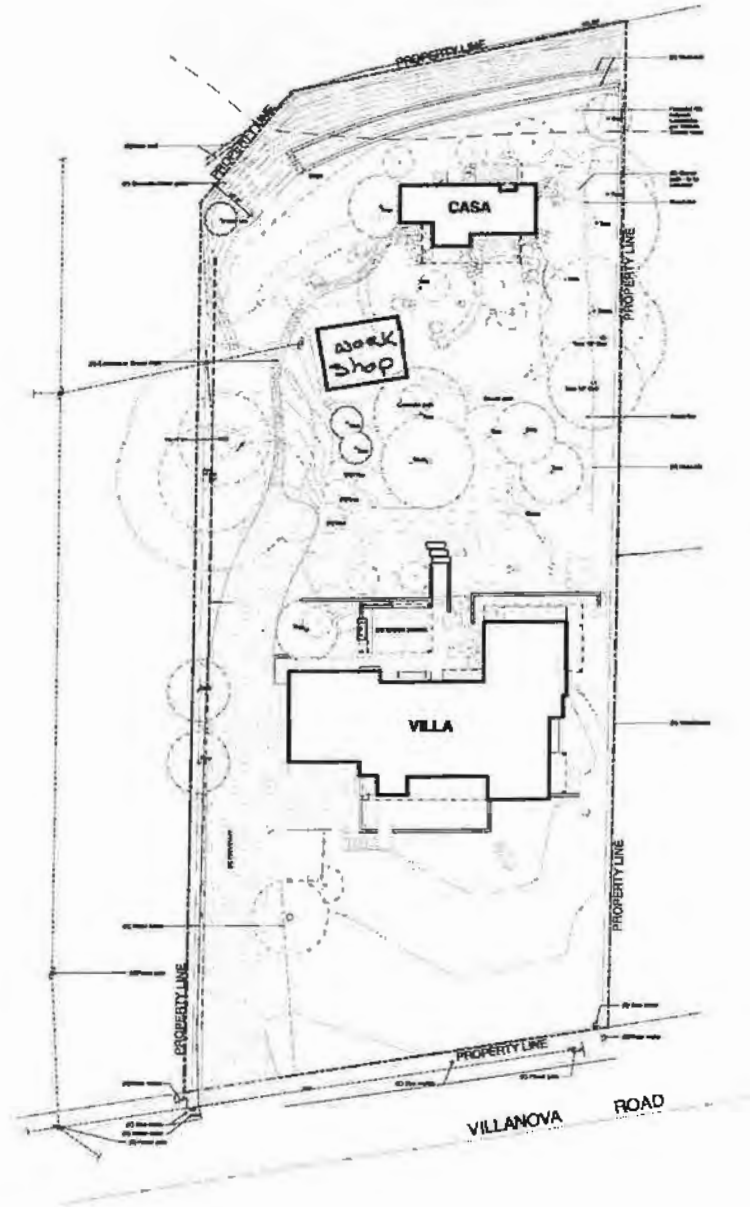
Date work was performed: _____

g. Reason for the above request (indicate if more than one reason, e.g., one oak tree (ID# 1) is hazardous per Arborist Report and 4 oak trees (ID# 2-4) need to be removed to construct building):

Project Site – 335 E. Villanova Rd.

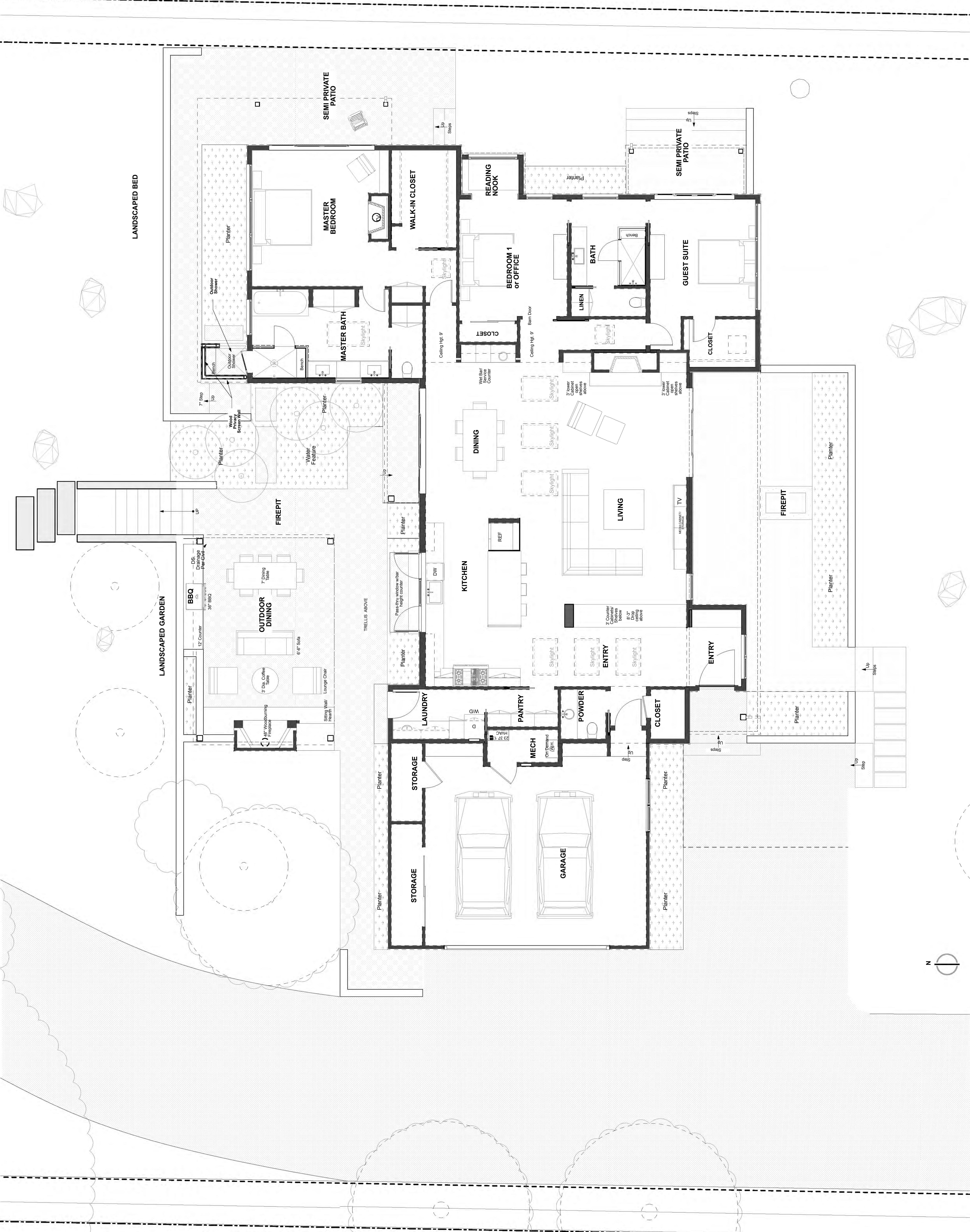
General Plan: Very Low Density Residential
Area Plan: Urban Residential I-2 DU/AC
Zoning: RE-1 ac/TRU/DKS





SITE PLAN
 Scale: 1/8" = 1'-0"

Rath Main Residence
 335 E Villanova Rd
 Ojai CA 93023
 033-0-060-765



FLOOR PLAN

Scale: 1/8" = 1'-0"

1

Roth Main Residence
335 E Villanova Rd
Ojai CA 93023
033-0-060-765

JOHN HARRIS
1504

DATE ISSUED:

PRINTED 11/30/20

SHEET:

A1.04

87

TWO TREES
ARCHITECT



**Caretakers
ADU**

CASA

**Work
Shop**

**Proposed
B&B use here**

VILLA

VILLANOVA

ROAD