City of Santa Paula

Planning Commission Agenda

CHAIRPERSON GRACE KELLY
VICE CHAIRPERSON AUSTIN AUGER
COMMISSIONER JASON HERBER
COMMISSIONER NOEL KIESEWETTER

REGULAR MEETING
OF THE
SANTA PAULA PLANNING COMMISSION

TUESDAY, SEPTEMBER 23, 2025
6:00 PM

CITY HALL COUNCIL CHAMBERS
970 VENTURA STREET, SANTA PAULA, CA 93060

BRINGING ITEMS BEFORE THE PLANNING COMMISSION

You are invited to participate in all Planning Commission meetings. Agendas are posted in the front of City Hall 72 hours in advance of the scheduled meetings. The Santa Paula Planning Commission's regular meetings start at 6:00 p.m. the fourth Tuesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula.

HOW TO PARTICIPATE IN PERSON DURING THE MEETING: If you wish to speak at a Planning Commission meeting, please fill out a ***Public Comment Form*** noting your name and address and submit the form to the meeting's Clerk. Include the Agenda item number, when appropriate. ***Public comments are limited to 3 minutes.***

1. ***Items Not on the Agenda*:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the Planning Commission during *Public Comment*. Please realize that due to the limitations placed on the Planning Commission by provisions of the *California Government Code*, the Planning Commission ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment will be referred to staff or considered on a future agenda.

2. ***Agenda Items:*** Items being considered by the City Council may appear on the Consent Calendar, as an Order of Business, or as a Public Hearing. Public comments on each type of item are handled differently, as explained below:

    a. For items appearing on the Consent Calendar, please submit a Public Comment Form before the Commission takes action on the Consent Calendar. Items that receive a Public Comment Form may be pulled from the Consent Calendar by the Chairperson and discussed separately by the Planning Commission.

    b. For items appearing as an Order of Business, the Chairperson will announce the Agenda item and request the staff report, the staff member responsible will give a brief summary of the report; the Planning Commission will have an opportunity to ask questions of staff; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform and precede their comments with their full legal name and home address); and the Planning Commission will discuss the item and then take appropriate action.

    c. For items on which a Public Hearing is scheduled, the Chairperson will open the public hearing and receive the staff report; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform and precede their comments with their full legal name and home address); the Planning Commission will discuss the item; and the Chairperson will close the public hearing after Planning Commission action.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit email correspondence on any agenda item by sending an email to ***plan@spcity.org***. All public correspondence received by 3:00 p.m. (PT) on the meeting date will be provided to the legislative body before the meeting. Public Comments received after 3:00 p.m. will be provided to the legislative body the next business day.

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the Planning Commission at or before the meeting. Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6. In compliance with the* ***Americans with Disabilities Act****, if you need special assistance to participate in this meeting, please contact the City Clerk at (805) 933-4208. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35, 102-35.104 ADA Title II). Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution in the Community Development Department office.*

1. CALL TO ORDER

REMINDER: In order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

2. FLAG SALUTE

3. ROLL CALL

4. PUBLIC COMMENT

At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the Planning Commission. A Public Comment Form must be submitted to the meeting clerk before the beginning of the Public Comment period in order to be recognized to speak. Individuals submitting Public Comment Forms after the beginning of the Public Comment period will not be allowed to speak at this time, but may be recognized to speak by the Chair at the conclusion of the meeting. Individual Commissioners may briefly respond to Public Comments or ask questions for clarification. The Planning Commission may direct staff to report to the Planning Commission on the item at a later meeting. For items appearing on the Agenda, the public will be invited to make comments at the time the item comes up for Planning Commission consideration. If a member of the public wishes to address a Consent Calendar item, please submit a Public Comment Form for that item. It may then be discussed separately by the Commission, and the public will be invited to make comments at that time. At all times, please use the microphone and write your name and address on the Public Comment Form provided.

5. CONSENT CALENDAR

Information has been provided to the Planning Commission on all matters listed under the Consent Calendar. These items are considered to be routine, and are normally approved by one motion. If discussion is requested by a Commissioner on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

5.A APPROVAL OF MINUTES – 08.26.2025 PLANNING COMMISSION MEETING

RECOMMENDATION:

Review and approve the minutes of the Planning Commission meeting as submitted.

6. PUBLIC HEARING

- Verification of Legal Notice Requirements for Public Hearing
- Declaration of Conflicts
- Declaration of Ex Parte Contacts
- Open Public Hearing
- Staff Presentation
- Discussion and Action
- Close Public Hearing

6.A **PROJECT NO. 2025-CI-08: CONSIDERATION OF PLANNING COMMISSION RESOLUTION NO. 3875 RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING CHAPTERS 16.200 (ADMINISTRATION – GENERAL PROVISIONS), 16.202 (APPLICATIONS, PROCESSING, FILING AND FEES), 16.204 (PUBLIC HEARINGS), 16.206 (APPEALS AND REVOCATIONS), 16.208 (DEVELOPMENT CODE AMENDMENTS), 16.210 (ZONE CHANGE), 16.212 (GENERAL PLAN AMENDMENTS), 16.214 (AGRICULTURAL PRESERVE AND LAND CONSERVATION CONTRACTS), 16.216 (SPECIFIC PLANS), 16.218 (CONDITIONAL USE PERMITS), 16.220 (VARIANCES), 16.222 (MINOR MODIFICATIONS), 16.224 (ZONING CLEARANCE), 16.227 (ACCESSORY DWELLING UNITS), 16.228 (TEMPORARY USE PERMIT), 16.230 (HOME OCCUPATION PERMIT), 16.234 (DEVELOPMENT AGREEMENTS), 16.236 (ANNEXATIONS), 16.237 (81 ACRE INITIATIVE IMPLEMENTATION), AND 16.238 (SITE DEVELOPMENT PERMIT) OF TITLE XVI: DEVELOPMENT CODE OF THE SANTA PAULA MUNICIPAL CODE IN ORDER TO CORRECT INCONSISTENCIES, OUTDATED LANGUAGE AND FORMATTING AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 15061(B)(3) OF THE PUBLIC RESOURCES CODE**

RECOMMENDATION:

Staff recommends the Planning Commission open the public hearing, receive public testimony, close the public hearing, and by motion:

1. Adopt Resolution No. 3875, entitled "A Resolution of the Planning Commission of the City of Santa Paula recommending that the City Council adopt an Ordinance amending Chapters 16.200 (Administration – General Provisions), 16.202 (Applications, Processing, Filing and Fees), 16.204 (Public Hearings), 16.206 (Appeals and Revocations), 16.208 (Development Code Amendments), 16.210 (Zone Change), 16.212 (General Plan Amendments), 16.214 (Agricultural Preserve and Land Conservation Contracts), 16.216 (Specific Plans), 16.218 (Conditional Use Permits), 16.220 (Variances), 16.222 (Minor Modifications), 16.224 (Zoning Clearance), 16.227 (Accessory Dwelling Units), 16.228 (Temporary Use Permit), 16.230 (Home Occupation Permit), 16.234 (Development Agreements), 16.236 (Annexations), 16.237 (81 Acre Initiative Implementation), and 16.238 (Site Development Permit) of Title XVI Development Code of the Santa Paula Municipal Code in order to correct inconsistencies, outdated language and formatting and finding the Action to be Statutorily Exempt from CEQA under Section 15061(B)(3) of the Public Resources Code"

7. ACTION ITEMS

8. CITY COMMUNICATIONS

9. ITEMS FOR FUTURE AGENDAS

10. ADJOURNMENT

NOTICE: Person(s) who are dissatisfied with a decision of the Planning Commission may have the right to seek review of that decision by the City Council by filing an appeal and submitting any associated fees prior to the appeal deadline. SPMC § 16.206.020 states "All appeals must be filed within 10 calendar days of the date of the rendering of the decision. If the tenth day occurs on a holiday or weekend, the appeal period is extended to the next city workday. No appeal can be accepted after the appeal period expires." Contact staff at *plan@spcity.org* for further details.

I declare under penalty of perjury that I posted this Planning Commission Agenda on the bulletin board near the front door of City Hall, 970 Ventura Street, Santa Paula, California:

On: _____ At: _____ By: _____

Tom Tarantino
PED Manager