OCEANSIDE PLANNING COMMISSION
MINUTES
MONDAY, October 27, 2025 6:00 P.M.
City Council Chambers
300 N. Coast Highway
Oceanside, California 92054

Members of the public, who are unable to attend in person, are encouraged to watch the meeting on KOCT Cox Channel 19, AT&T Channel 99, or on live stream on KOCT's webpage: https://www.koct.org/channel-19, although there is a slight time delay.

To watch the meeting via Zoom please use the URL below. Please note that this is for viewing only; if you wish to make comments on any of the items on the agenda you must attend in person. You can also submit comments to PlanningCommission@oceansideca.org; all comments are forwarded to the Planning Commission.

To view the meeting via Zoom from a computer:

1. Go to **https://zoom.us/** and click "Join a Meeting" at the top of the Zoom webpage.
2. Enter the Zoom Meeting ID: **816 1771 6950**
3. Passcode: **478606**
4. Enter your email address to activate "Join Webinar" button
5. You will be muted and your video will be turned off.
6. You will not be allowed to speak or share a document.

To listen to the meeting via Zoom from a phone:

1. You can use a mobile phone or a landline to dial in and listen to the meeting.
2. Dial (669) 900-6833. When prompted, enter the Zoom Meeting ID, as noted above.
3. You will be muted and you will not be allowed to speak.

To provide comments in person in the chambers during the meeting:
If you would like to comment on an agenda item in person during the Planning Commission meeting, you may do so by filling out a speaker slip in the chambers and submitting the form to City staff.

To provide written comments on agenda items:
You may provide written comments on agenda items via email at PlanningCommission@oceansideca.org. Comments **received by 12:00 noon** on the day of the hearing will be provided to the Commission, and subsequent comments may be provided if time allows. Emailed comments will not be read aloud at the hearing.

If you have special needs because of a disability which makes it difficult for you to submit comments via email or phone, please contact the Planning Division at (760) 435-4373 to make arrangements to accommodate your disability.

No new items will begin after 11:00 p.m. unless the majority of the commissioners agree to hear additional items after 11:00 p.m. Any remaining items will be scheduled for the next regular meeting or at a special meeting.

California Government Code Section 84308 requires that any person or entity, or someone acting on their behalf (their agent), who has made campaign contributions of $250 or more to a Planning Commissioner and has an application for a permit or other entitlement which is pending before the Planning Commission, must disclose that fact on the record at the meeting. The disclosure requirement also applies to any person who participates

in the proceedings (in support or in opposition) if they have a financial interest in the decision. The obligation to disclose applies from the date the application is made until three months following the Commission decision. Information sheets may be obtained from the City Clerk's Office. Further information may be obtained from the Fair Practices Commission at (916) 322-5901.

THE PUBLIC HEARING PROCESS:
The Public Hearing Process is designed to be in compliance with the letter of the law as well as the spirit of public participation inherent in every agency decision. The Planning Commission welcomes public participation at every meeting, and strives to provide a venue that encourages maximum public participation balanced with the need for orderly conduct of meetings and efficient use of time. In that regard, the City has enacted certain procedures for public hearings. Those procedures are found in Chapter 2 of the Oceanside Municipal Code and relevant portions are outlined for the public convenience below.

THE PLANNING COMMISSION WILL BE FOLLOWING ALL RELEVANT PROCEDURES, INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING:

The Chair will call the item – the Commissioners will make any disclosures of contact – and the Commission will hear the item in the following order:

1) Presentation by staff and/or advisory commission report
    a) Presentation shall include the written staff report distributed prior to the meeting, and an oral presentation that may not include verbatim the staff report, and typically consists of a power point presentation of the highlights and issues as defined by staff
2) Questions of staff by Planning Commission (if any)
3) Presentation by the applicant, if any
    a) Applicant presentation shall be **20 minutes**, including any rebuttal argument. Applicant has the option to utilize the entire 20 minutes in a presentation, to split the time equally, or in any other way, or to make no presentation and reserve all 20 minutes for rebuttal. Applicant shall make the election at the beginning of the presentation and notify the Planning Commission of its choice on the record. (OMC 2.1.38(c) and (d)).
4) Comments from the public, **limited to 3 minutes each**. A written request to speak by members of the public is requested. All requests to speak must be presented in person by the person requesting to speak. There shall be no sharing or donation of time to speak between individual speakers. Each speaker must utilize his or her own time or waive any excess time remaining. (OMC 2.1.26(a) (b); OMC 2.1.38(d)). No flash drives may be utilized on City-owned devices. PowerPoint presentations and other materials to be presented electronically must be emailed to the City by 10:00 a.m. the Monday one week prior to the Planning Commission meeting. The file size may not exceed 5mb and should be emailed to: Presentation@oceansideca.org
    Group speakers: To facilitate organized presentations for a public hearing, general item or non-agenda public comment, a representative of a group of persons may submit a request to speak on behalf of the group. The representative must identify the group and list not fewer than four members of the group who must be present when the item is called and all members of the group must remain in the council chambers for the duration of the presentation. The presentation on behalf of the group shall not exceed 10 minutes. The other members of the organized presentation group shall not be entitled to speak on the item
5) After the Applicant has given rebuttal, if any, no further public testimony shall be permitted, except direct responses to questions by a Planning Commissioner, if permitted by the Chairperson. (OMC 2.1.38(c)).
6) The Chairperson may, with the consent of the Commission, dependent upon the necessity for ensuring adequate presentation of testimony and evidence to provide a fair hearing, set longer or shorter time limits than otherwise allowed by this chapter. (OMC 2.1.38(e))

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

COMMISSION MEMBERS

Tom Morrissey, Chair
Tom Rosales
Dennis Anthony, Vice Chair
Grace Redgate
Emily Gonzales
Louise Balma
Kevin Dodds

Call to Order 5:59 P.M.

ROLL CALL – All Commissioners were present in the Council Chambers except Balma & Redgate - Absent.

COMMUNICATION ON MATTERS NOT ON THE AGENDA

No action will be taken by the Planning Commission in this category unless the Planning Commission determines that an emergency exists or that there is a need to take action and the need to take action came to the attention of the City subsequent to the posting of the agenda.

1. Advance written request to reserve time to speak. Written requests must be received in the Planning Division office no later than seven days prior to the Planning Commission meeting. The written request must state the topic to be discussed. Each person making this type of request is limited to five minutes and may not speak on the same topic more than once on the same agenda.

2. Oral communications to be made without advance written request. Each individual making this type of request is limited to three minutes and may not address the same topic on both written and non-written requests to speak.

Speakers: 1 -Diane Nygaard – Guajome Lake Homes

APPROVAL OF MINUTES FROM PRIOR MEETING

The Planning Commission is requested to approve the minutes of the prior meeting with a motion and vote. The vote is intended to indicate whether the minutes reflect actions that occurred at the prior meeting and is not intended to reflect any support or opposition for the items that the actions involved. The minutes are posted approximately 48 hours after the meeting in order to provide public access but may be reposted if revisions are made by the Commission during the approval.

3. Approval of Minutes: October 13, 2025 meeting

Motion to adopt minutes: Dodds
Second: Anthony
Approved by a vote of 5-0-2 (Balma & Redgate-Absent)

CONSENT CALENDAR

All matters listed herein are considered to be routine or are formal documents covering previous Commission instructions and may be enacted in the form listed below by one motion approving the Consent Calendar. There will be no separate discussion of these items unless members of the Commission, the audience, or staff request specific items to be discussed and/or removed from the Consent Calendar for separate action.

None

TRANSPORTATION ITEMS

Format shall consist of an opening presentation by Staff followed by input from the general public (limited to 3 minutes each).

None

PUBLIC HEARINGS

4. Consideration of a Categorical Exemption and Regular Coastal Permit (RC25-00002) to allow an exterior renovation and a 288-square foot second story addition to an existing single-family residence located at **2100 S. DITMAR STREET – ROLSTON RENOVATION PROJECT – APPLICANT: DUANE SMITH**

    a) Chairman requests disclosure of Commissioners and correspondence
    b) Testimony, beginning with Shannon Vitale, Senior Planner
    Recommendation:
    c) Confirm issuance of a Class 1 Categorical Exemption for Existing Facilities, pursuant to Section 15301(e) of CEQA; and
    d) Approve Regular Coastal Permit (RC25-00002) by adopting Planning Commission Resolution No. 2025-P28 with findings and conditions of approval attached herein.

    Speakers: 1
    Motion to adopt PC Resolution 2025-P28 with added conditions regarding pepper tree removal & signage management / removal: Gonzales
    Second: Dodds
    Approved by a vote of 5-0-2 (Balma & Redgate Absent)

5. Consideration of a Conditional Use Permit (CUP25-00007) for the restoration of approximately 1,600 linear feet of native habitat along Buena Vista Creek and establishment of approximately 1.23 acres of public park areas **– BUENA VISTA CREEK RESTORATION AND DISADVANTAGED COMMUNITY STEWARDSHIP PLANNING PROJECT– APPLICANT: CITY OF OCEANSIDE WATER UTILITIES DEPARTMENT**

    a) Chairman requests disclosure of Commissioners and correspondence
    b) Testimony, beginning with Shannon Vitale, Senior Planner
    Recommendation:
    c) Approve Conditional Use Permit (CUP25-00007) by adopting Planning Commission Resolution No. 2025-P27 with findings and conditions of approval attached herein.

    Speakers: 1
    Motion to adopt PC Resolution: 2025-P27: Rosales
    Second: Dodds
    Approved by a vote of 5-0-2 (Balma & Redgate Absent)

APPEAL OF CITY PLANNER'S DETERMINATION

Format shall consist of an opening presentation by Staff; followed by up to twenty minutes to speak by the appellant including any later rebuttal; followed by up to twenty minutes to speak by the applicant including any later rebuttal; followed by input from the general public limited to three minutes each; followed by any remaining time to speak by the applicant; followed by any remaining time to speak by the appellant. In cases where there are multiple appellants and/or applicants, a total of 30 minutes for all appellants and 30 minutes time for all applicants will be allowed. The scope of the issues to be discussed will be limited to those issues raised in the appeal.

DISCUSSION ITEMS

None

MISCELLANEOUS ACTIONS

None

CITY PLANNER'S/COMMISSIONERS' REPORTS

Any topics listed below are designed to inform the Commission of various policy issues and to provide direction to Staff as appropriate.

8. Chairperson Morrissey --- **No report**
9. Commissioner Gonzales --- **No report**
10. Commissioner Rosales --- **No report**
11. Commissioner Balma --- **Absent**
12. Commissioner Dodds --- **No report**
13. Vice Chair Anthony --- **No report**
14. Commissioner Redgate --- **Absent**
15. City Planner --- **No report**

a) Report on Project Updates – **No update**

ADJOURNMENT Meeting Adjourned 6:31pm

The next regularly scheduled meeting is at 6:00 p.m. on Monday, November 3, 2025 in the Council Chambers.

Agendas of all regular Planning Commission meetings are posted at least 72 hours prior to those meetings at the Oceanside Civic Center, 300 N. Coast Highway.

Under the Brown Act, California's Open Meeting Law, any citizen has the right to address the Planning Commission on matters within the Commission's jurisdiction. However, the Commission may not discuss or take any action on any item not specifically listed on the agenda. Citizens who wish to have an item placed on the agenda may do so by contacting the Planning Division Office no later than one week prior to the date of the Commission's regularly scheduled meeting. The Planning Commission is a formally established Advisory Commission to the City Council, and as such is bound by the Brown Act.

If you have special needs, because of a disability which makes it difficult for you to participate in the Planning Commission meetings, please contact the Planning Division Office at 300 N. Coast Highway, Oceanside, CA, Telephone: (760) 435-3520, by at least noon the Thursday prior to the scheduled meeting so that staff can make arrangements to accommodate your disability.

APPEALS OF PLANNING COMMISSION DECISION

In accordance with Article 46 of the Oceanside Zoning Ordinance, any item receiving final action by the Planning Commission may be appealed to the City Council. The appeal form and the required fee must be filed with and received by the City Clerk, 300 N. Coast Highway, Oceanside, California within 10 days of the Planning Commission final action adopting the Resolution.

Any item located within the coastal zone receiving final action by the Planning Commission may be appealed to the City Council; or appealed directly to the California Coastal Commission if located within the appealable area of the coastal zone. The appeal form and the required fee must be received by the City Clerk, 300 N. Coast Highway, Oceanside, California, within 20 days of the Planning Commission final action adopting the Resolution. If appealed directly to the California Coastal Commission, the appeal form and the required fee must be received by the Coastal Commission within 20 days of the Planning Commission final action adopting the Resolution.

The appeal fee shall be waived if the appeal is filed within the above noted appeal period and is accompanied by signatures of 50% of the property owners within the noticed area or 25 signatures of the property owners or tenants within the noticed area, whichever is less.

An alternative to filing an appeal is available to City Councilmembers. The procedure is known as a Call for Review. Within 10 days of the Planning Commission final decision or within 20 days of the Planning Commission final decision if within the coastal zone, a Call for Review signed by two councilmembers may be filed with the City Clerk.

Within 30 days of receipt of an appeal to the City Council or Call for Review by the City Council, a public hearing date shall be determined and a public hearing shall be scheduled on that date before the City Council. However, the public hearing date may be later than 30 days of receipt of the appeal or Call for Review.

APPROVED: _____

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Darlene Nicandro, Development Services Director
Planning Commission Acting Secretary