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Ventura, CA 93003  
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[www.jdscivil.com](http://www.jdscivil.com)

September 15, 2023

City of Camarillo  
601 Carmen Drive  
Camarillo, CA 93010  
ATTN: Jaclyn Lee, Planning Manager

**SUBJECT: ON-CALL PROFESSIONAL PLANNING SERVICES**

Dear Ms. Lee,

Jensen Design & Survey, Inc. (Jensen) is pleased to submit this Statement of Qualifications to provide on-call professional planning services to the City of Camarillo (City). We understand that the City and its Community Development Department are seeking consultants to provide planning support during a period of change and growth. We believe that Jensen is well suited to be the partner the City is looking for.

Jensen is a full service urban planning, civil engineering, and land surveying firm locally headquartered in Ventura, California. Our actively growing Planning Department has over 60 years of combined local land use planning experience housing a staff of six (6), including five (5) full time professional planners and one (1) planning technician ready to partner with City staff to provide proactive, responsive, and comprehensive development application review services and research/analysis capabilities.

Our firm's advantage lies in our organizational structure and vast project experience. Jensen's planners independently manage their individual projects, with our lean, horizontal organizational structure allowing project oversight to come directly from the Vice President of Planning Services. This allows each project to receive the time and attention to detail it deserves. Jensen's planners are extremely familiar with what it takes to get proposed projects to hearing, approval, and eventually construction, if approved. Our planners regularly coordinate and work collaboratively with City staff, developers, engineers, surveyors, architects, real estate professionals, and the general public. We pride ourselves on our responsiveness, extensive in-house technical knowledge, and our familiarity with local and State land use regulations. Additionally, our local presence allows us to be physically available to the City for in office consultations, site visits, and public hearings at short notice, often the same day the need arises.

While Jensen may be new in providing contract planning services, our staff is extremely familiar with entitling projects throughout Ventura County. We have processed everything from small, single lot infill commercial and industrial projects to large master planned communities, affordable housing projects and industrial subdivisions. We understand what is required to

ENGINEERS

PLANNERS

SURVEYORS

CONSTRUCTION MANAGERS

achieve application completeness, determine the appropriate environmental document, and coordinate with internal departments to develop project conditions. We also consistently prepare powerpoint presentations and present projects at community workshops and public hearings.

We believe that this vast experience, combined with our range of proven expertise in providing high quality planning services to both public and private sector clients, project management capabilities, and innovative and proactive approach, sets Jensen apart. We are confident that the Jensen team will meet the needs of the City, and we look forward to partnering with your team in the coming years. We welcome the opportunity to meet with you and other City leaders to further discuss our qualifications and the scope of work. If you have any questions regarding this submittal, please do not hesitate to contact us.

Sincerely,  
JENSEN DESIGN AND SURVEY, INC.

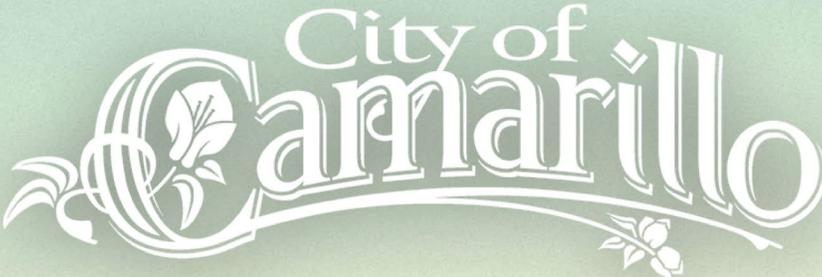


Lisa Woodburn  
Vice President – Planning Services



Susanne Cooper, P.E.  
President

# QUALIFICATIONS FOR ON-CALL PROFESSIONAL PLANNING SERVICES

for  City of  
**Camarillo**

Your Proposed Point of Contact:

**Lisa Woodburn**

*Vice President of Planning*

805.633.2252

LisaW@JDSCIVIL.COM

1672 Donlon Street

Ventura, CA 93003

Local 805.654.6977

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**JENSEN**  
DESIGN & SURVEY, INC.

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## 1.0 INTRODUCTION

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### 1.1 PROJECT UNDERSTANDING



The City of Camarillo (City) has invited interested consulting firms to submit a Statement of Qualifications (SOQ) for on-call planning consulting services. The City plans to retain the services of a number of Consultants to assist in providing professional planning services. Agreement(s) established through the City's Request for Qualifications (RFQ) will be valid from November 1, 2023 through October 31, 2024.



### 1.2 PURPOSE: ON-CALL PROFESSIONAL PLANNING SERVICES

We believe the role of contract planning and our firm (as your selected consultant) is to help agency staff serve their communities and the public interest by providing accurate, high quality, and timely planning services with excellent project management and communication skills. At Jensen Design & Survey, Inc. (Jensen) we are committed to cultivating strong working relationships with our clients, with an emphasis on flexibility and transparency. We propose to bring these values and spirit to our relationship with the City of Camarillo.



YOUR PRIMARY  
POINT OF CONTACT:



LISA WOODBURN  
VICE PRESIDENT OF PLANNING  
805.633.2251  
[LISAW@JDSCIVIL.COM](mailto:LISAW@JDSCIVIL.COM)

### 1.3 SERVICES PROVIDED BY JENSEN

Jensen proposes to provide the below listed on-call professional planning services to the City. This work will be performed on an “as needed” basis as directed by the Community Development Director – Joseph Vacca - or other designated Community Development department representative.

Jensen shall assign individual projects to internal staff based upon availability, seniority, and the individual expertise of each planner, in consultation with the City. The assigned Jensen staff member shall report directly to the Community Development Director and or their designee, with our **Vice President of Planning Services, Lisa Woodburn**, serving as your primary point of contact. Ms. Woodburn will ensure that the needs of the City are consistently being met and will provide quality control and assurance.

#### OVERALL APPROACH TO PLANNING CASE PROJECT MANAGEMENT

- 1) *Provide uniform & clear expectations of the Process* to ensure timeliness and deadlines are met.
- 2) *Provide “early & often” communication & Project Management* to ensure each customer has a single point of contact and our services are a seamless extension of City services.
- 3) *Provide comprehensive systems, checklists, status reports, and billing* to ensure City can track and measure performance.
- 4) *Recommend Project-Processing Opportunities and/or Policy Updates to evaluate and* ensure the City is implementing the most effective process and regulations for public benefit.

#### 1.3.1 DEVELOPMENT APPLICATION REVIEW SERVICES

We will manage current planning entitlement projects through the City’s development review process, as assigned to us by City staff. While no two entitlement projects are exactly alike, in general we shall provide the following services, allowing for flexibility and adjustment as warranted by each specific circumstance or project:

- Review and analyze entitlement, building, and grading plans for conformance and consistence with applicable zoning regulations, General Plan policies, and City of Camarillo ordinances.
- Manage ministerial and discretionary projects including public art projects and projects that require Landmark Committee review.
- Prepare planning documents, such as incompleteness/completeness determinations, approval letters, agenda reports, resolutions, ordinances, and draft/final conditions of approval using City templates.
- Review CC&Rs and other agreements.
- Coordinate application processing through various City departments and, as necessary, other relevant public agencies outside of the City, such as the Ventura County Fire Protection District, Ventura County Watershed Protection District, Ventura County Air Pollution Control



- District, and Caltrans to ensure applications are processed in the time periods allotted by State law and or established by internal City policy.
- Provide timely and accurate information to project applicant(s) and the public regarding the City's development process and the entitlement project at hand, as deemed necessary and appropriate by City staff.
  - Maintain open communication with and provide frequent updates to Community Development department staff regarding the status of project processing.
  - Track permit processing through OpenGov and maintain document organization and retention according to City policies.
  - Present projects at Development Advisory Committee meetings comprised of City staff and consultants; administrative hearings; Planning Commission and City Council hearings; and other similar public meetings. Provide appropriate technical expertise, audiovisual presentations, and other materials as warranted. Present items to elected and appointed public officials, and field questions from public officials as necessary.
  - Complete site visits and perform site inspections as needed throughout the development process.
  - Oversee the environmental review process, coordinating and utilizing the services of the City's existing environmental planning consultant(s).

### **1.3.2 CITY INITIATED RESEARCH & ZONING INITIATIVES**

We will make ourselves available to City staff for assistance in completing research and zoning initiatives. The scope, timeline, and budget for each of these assignments shall be determined at the commencement of the project. Generally speaking, Jensen staff can assist in the following capacities:

- Research legislation and prepare reports and analysis regarding amendments to City codes, General Plan and Specific Plans.
- Prepared draft ordinances.
- Process Zoning Text Amendments.



## **1.4 CURRENT AVAILABILITY**

Jensen is confident we have sufficient personnel and resources to provide timely on-call services for a period of up to one year for the City.

## **1.5 INSURANCE REQUIREMENTS**

Jensen is able to meet the City's mandatory insurance requirements and will provide proof of insurance and applicable endorsements within a week from the date it is requested by the City prior to execution of a contract.

## **1.6 BILLING & REPORTING**

We will prepare billing and reporting as specified by the City and include at minimum the Planning Case invoiced, a description of work performed, a cost breakdown by person/title classification/billing rate, and a cumulative expenditure to date. Our Staff bills at 0.25 hour intervals and updates timecards multiple times daily.



## 2.0 STATEMENT OF QUALIFICATIONS



LEGAL NAME:

JENSEN DESIGN & SURVEY, INC

STATE OF INCORPORATION:

CALIFORNIA

DATE OF INCORPORATION:

JANUARY 1, 2000

CALIFORNIA STATE LICENSE #

C046404

ADDRESS:

1672 DONLON STREET  
VENTURA, CA 93003

PHONE:

805.654.6977

FAX:

805.654.6979

### Proposed Planning

#### Team Highlights

- Five (5) Professional Planning Staff
- Three Certified Planners (AICP)
- Over two decades Public-Sector Experience
- Over 60 years Private-Sector Experience
- Proven Success in processing Ministerial & Discretionary projects
- Headquarter Office within 30 minute drive
- Teams/Zoom Meetings at moment's notice
- Administrative Support Staff

### 2.1 COMPANY AND CONSULTANT OVERVIEW

We look forward to the opportunity to extend our firm's expertise in response to the City of Camarillo's request for qualifications for On-Call Professional Planning Services. Our Planning Department is one of three disciplines under one roof. Jensen Design & Survey, Inc. is a full service urban planning, civil engineering, water resources, and land surveying firm founded in 1989 by Donald M. Jensen. We are locally headquartered in Ventura, California and have developed a reputation as one of the leading firms in our areas of practice, serving some of the County's largest municipal governments, leading private sector businesses, nationwide housing developers, local universities, mission driven non-profits, and global standouts in agriculture. Our clients choose use for our proven track record, stick with us for dependability, and refer us to others based on our successful results and client oriented mindset.

### 2.2 PROPOSED PLANNING PROJECT TEAM

Our actively growing Planning Department has over 60 years of combined local land use planning experience. We have designated five (5) experienced Professional Planning Staff available to the City of Camarillo. Contained within our Staff are niche expertise beneficial to the City's expected Planning Cases to be assigned including residential, commercial, industrial, mixed-use projects. As an extension of the City's Staff, our Team can backfill City staffing as needed. Jensen brings to the City's arsenal three Certified Planners, over two decades of cumulative public sector planning experience, and over 60 years of cumulative public and private sector experience. Our Planning Staff's experience, spanning from Planner III (Associate Planner) expertise to Senior levels and beyond provide Jensen and the City flexibility in adequately matching the Planning Case needs with the appropriate attention in order to ensure responsible use of public monies and ensure timeliness and City deadlines are met.

**For a representative sample of projects successfully completed by our Planning Staff, please see Appendices Section 6.1.**



**LISA WOODBURN**

**VICE PRESIDENT OF PLANNING**

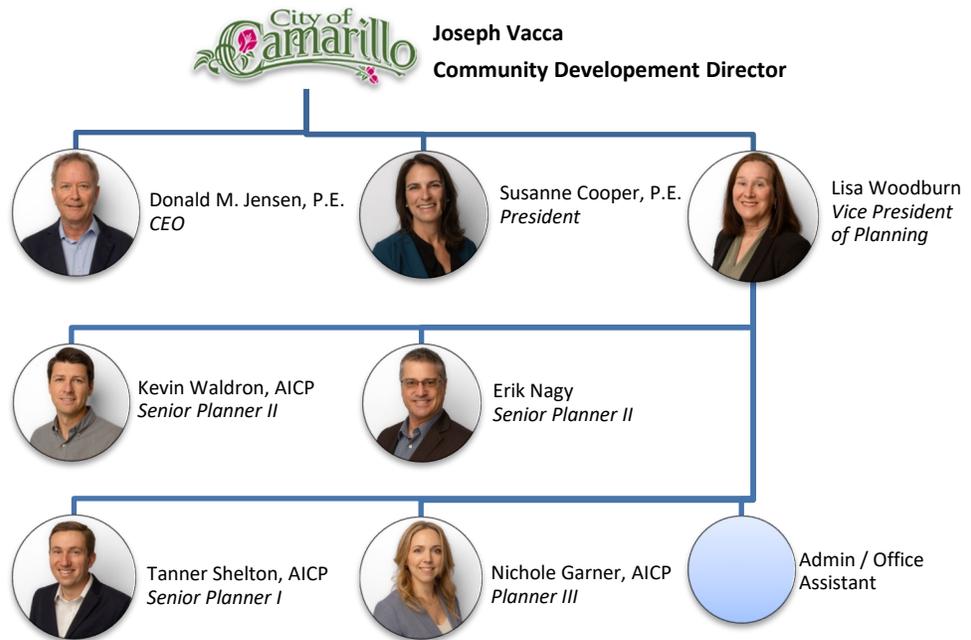
To assist the City of Camarillo Community Development Department, Lisa Woodburn is your primary point of contact designated for On-Call Professional Planning Services. Lisa’s hands-on approach with “early and often communication” will coordinate Planning Case Updates and forecasting with Joseph Vacca directly. Lisa’s role will function similarly to a City’s Planning Director or Manager, directly reporting to the Community Development Director. Once assigned Planning Cases from The City, Lisa will assign Cases to Jensen Staff in order to best match skillsets and expertise needed by the Project. Lisa will manage day-to-day responsibilities of Jensen Planning Staff, ensure milestones and deadlines are met, ensure quality control, and also be available to lead processing of large and complex planning cases as needed.

**Q: Lisa, can you tell us a little about yourself?**

*A: Certainly, I have been working as a Planning Professional for over 35 years and obtained my Masters in City and Regional Planning from California Polytechnic University San Luis Obispo. For over a decade I worked in Public Sector Planning for the City of Paso Robles, City of Santa Maria, and the County of Ventura. I really enjoy a hands-on approach to entitlement & subdivision processing, CEQA, and serving our communities and clients well. As the lead for our Planning Department at Jensen I love the high energy our Team has and enjoy the opportunity to developing our Staff’s expertise and skillsets.*

**Q: Lisa, how are you and the Jensen Team best suited to assist the City of Camarillo?**

*A: Since 1988, our firm and I personally have focused attention to our local communities within the County of Ventura, including the City of Camarillo. My Staff and I are experienced with the land use policies and projects that have helped shape the City of Camarillo and surrounding areas. Being a multi-disciplinary firm ourselves, we understand the multi-discipline approach and necessities of other City Departments necessary to process projects.*





**ERIK NAGY**  
**SENIOR PLANNER II**

Erik is a Land Use Planner with extensive experience in agricultural, residential, commercial, industrial, and telecommunications projects. He processes planning, building and safety, and environmental permits for a wide range of clients through City, County, State, and Federal agencies. Erik presents at Planning Commission and City Council Hearings and provides technical memorandums and reports for Projects review at various Government Agencies. Projects have included large-scale agriculture, subdivisions, residential improvements, commercial and industrial facilities oil and gas permitting, and telecommunication facilities.



**KEVIN WALDRON, AICP**  
**SENIOR PLANNER II**

Kevin has proven public- and private- sector experience in project implementation, entitlement acquisition, developer agreement negotiations, EIRs, Initial Studies, and permit approvals for small and large complex projects. Kevin presents at Planning Commission and City Council Hearings and has performed city-wide urban design, project-specific grading and land designs, environmental analysis and preservation, and mapping analysis with GIS. Kevin's most recent projects have included: Tentative Parcel Map and Zone Change in the City of Ventura, Tentative Parcel Map in the County of Ventura, and a Tentative Tract Map / Zone Change / and Annexation in the City of Oxnard with a private developer and school district co-applicant team. Kevin's comprehensive approach to projects has led to working with several cities and agencies throughout California performing community workshops, analyzing and writing public policy documents. Specifically, while working for a previous Planning firm – Design, Community & Environment (DC&E, now Planning Center) Kevin worked on projects for Southern California Area of Governments (SCAG), City of Santa Clarita, City of Upland, City of Redlands, and several other jurisdictions. Prior to DC&E, Kevin worked in the Community Development Department at the City of San Luis Obispo.



**TANNER SHELTON, AICP**

**SENIOR PLANNER I**

Tanner is a versatile and collaborative urban planning and design professional with over seven years of experience. His unique skillset, with extensive knowledge of California planning processes/policies and strong site design capabilities make him an asset to any project team. Tanner focuses on processing current planning entitlements, policy development and analysis, preparation and processing of tentative parcel/tract maps, affordable housing entitlements, and creating site designs and land use plans for a wide variety of public, private, and non-profit sector clients. Tanner presents at Planning Commission and City Council Hearings and provides technical memorandums and reports for Projects review at various Government Agencies. Prior to Jensen, Tanner worked for the City of Ventura, focusing on Historic Preservation and Cultural Heritage items.



**NICHOLE GARNER, AICP**

**PLANNER III**

Prior to employment with Jensen, Nichole worked for the City of Atascadero. Over the last 6 years with our firm, Nichole has been integral in successfully preparing permit applications, preliminary designs, Site Plans, and processing projects through the ministerial and discretionary permit process for several commercial, industrial, agricultural and residential projects throughout Ventura County. She works closely with multiple disciplines in the industry including environmental scientists and biological consultants, civil engineers and surveyors within our firm, and various departments at government agencies, including but not limited to Public Works, Environmental Health, Building & Safety, Code Compliance, Flood Control District, Watershed Protection District, Fox Canyon Groundwater Management Agency, Caltrans, California Department of Fish and Wildlife (CDFW), and United States Army Corps Engineers (USACE).

**For full resumes of each Planning Staff team member, please see Section 6.2 in the Appendices**

### 3.0 PROJECT EXPERIENCE & REFERENCES

While Jensen has not historically focused on contract planning services, we have worked extensively with nearly every agency in the County of Ventura over our 30 year existence as a firm. Over the last three decades, we have been providing land use entitlement services, formulating Specific Plan documents, and crafting award winning site designs and land use plans, among other planning services; to public sector, private sector, and non-profit clients. This intimate and detailed familiarity with the typical development process has earned our firm respect with Agencies as an effective partner getting projects across the finish line. Consequently, agencies have shared we have earned a unique and valuable qualification to provide contract planning services to local agencies – we have married the need to understand State and Local Policy and practically implement and shepherd projects through the permit process from both sides of the counter. This has allowed us to build exceptionally strong relationships with agency leaders and staff members, in addition to private and non-profit sector clients.

Below are references and relevant projects for other government, public, and non-profit sector entities to whom we have provided similar services in the past five years.

#### 3.1 BEACON MONDO'S COVE PUBLIC BEACH ACCESS STAIRWAY

Jensen was hired through a competitive RFQ process to prepare outreach, and preliminary plans for the Mondo’s Cove Public Beach Access Stairway Project led by a California Joint Powers Authority (JPA) called the ‘Beach Erosion Authority for Clean Oceans and Nourishment (BEACON). The purpose of this project is to provide safer means of public beach access, wildlife viewing, and loading zones for existing users along Pacific Coast Highway 1 at one of Ventura County’s most popular and visited beaches. Jensen services included: site planning; before and after 3D site renderings; public presentations and outreach; CEQA analysis; permitting services; topographic base mapping, underground utility research; jurisdictional delineation analysis including Southern Pacific Railroad, Caltrans, a local Homeowners Association, and identifying local mean high tide line to establish

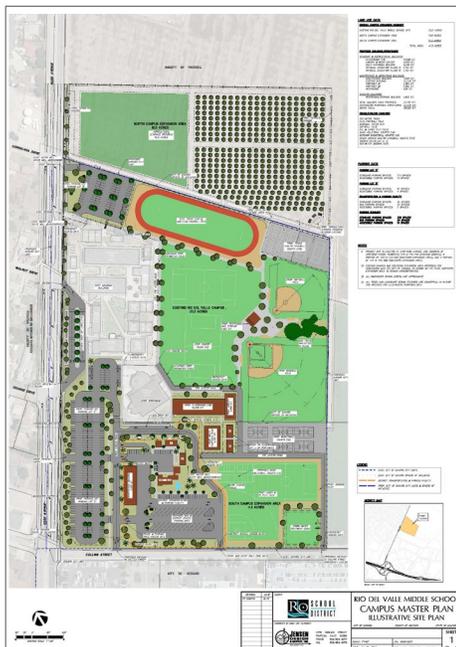


State Land Commissions jurisdiction; and preliminary civil engineering plans. The original scope of work for the Project was completed within time constraints and under budget. With additional contract amount available, BEACON requested Jensen utilize the authorized funds to assist with CEQA analysis to understand if the Project was a candidate for Categorical Exemptions and also provide permitting assistance and coordination with California Coastal Commission. Ultimately, with the help of Jensen’s deliverables, BEACON was able to obtain CCC support, County of Ventura Resource Management Agency support, and secure Federal Grant Funding for this community project. BEACON as a result of Jensen’s efforts, has created additional on-call contract for feasibility studies and outreach efforts in order to assist the Project navigate future public inquiries during the bid and construction phase.

*Length of Service: 2019 to 2023*

*Client Contact: Marc Beyeler | Executive Director  
beyeler@beacon.ca.gov; 510-316-6095*

### 3.2 RIO SCHOOL DISTRICT



Jensen has partnered with the Rio School District to prepare and execute their Campus Expansion Master Plan for the Rio Del Valle Middle School Campus. The expansion consists of two separate expansion areas: the 10 acre northern area which will accommodate a new agricultural learning partnership educational program, and the 11.3 acre southern area which will accommodate classroom and athletic field expansions and a new transportation and parking facility. The District is proposing annexation of the southern expansion area and existing campus parcel into the City of Oxnard in order to obtain municipal services (water and sewer) for the project. Jensen is coordinating with the District and City of Oxnard for requested entitlements including: a General Plan Amendment and Zoning/Pre-Zoning Requests, and a modification of the Oxnard-Camarillo Greenbelt. Following approval of these requests, subsequent entitlements and use permits will be filed with the City of Oxnard as applicable.

*Length of Service: 2022 to Present*

*Client Contact: Joel Kirschenstein, (805) 497-8557 x223*



### 3.3 THACHER SCHOOL

Jensen provides ongoing planning, civil engineering, and surveying services to The Thacher School, a 360-acre college preparatory boarding school in Ojai, CA.

Projects have included a recent Conditional Use Permit (CUP) Master Plan approval by the County of Ventura Planning Division, engineering for the new Dining Hall and Creativity and Technology (C&T) building, the addition of four Faculty Residences, three dormitory sites, an addition to the Headmaster’s Residence, and athletic fields. We also provide survey and mapping services throughout the campus, CUP modification processing, preliminary and final grading and drainage plans, construction oversight, staking, and as-built preparation.

*Length of Service: 2014 to Present*

*Client Contact: Ed Bennett, (805) 640-3231*



### 3.4 NATIONAL DISASTER SEARCH DOG FOUNDATION

Jensen provided entitlement permitting, engineering, and survey services for a National Training Center (NTC) in Santa Paula for the National Disaster Search Dog Foundation. The NTC is the only facility of its kind in the nation and is specifically designed for training first responder, urban disaster search and rescue canine teams.

The project included the retrofit/remodel of existing structures and construction of new facilities. The NTC includes a welcome center, organization offices, a caretaker’s residence, accommodations for handlers, a training pavilion, and other accessory structures. A large portion of the site is utilized for canine training using rubble piles and props such as barrels, ladders, tunnels and modular structures constructed like a movie set for easy alteration to avoid repetition memory in canine training. All of these training areas mimic real life-saving conditions to which SDF canine disaster search teams are

deployed. Jensen recently processed a ministerial permit for a kennel remodel.

*Length of Service: 2009 to 2023*

*Client Contact: Serenity Nichols, (805) 646-1015 x102*



### **3.5 THE PORT OF HUENEME**

Jensen Planning Department has been partnering with the Oxnard Harbor District (The Port) on various planning permits and feasibility studies since 2017. The Port is an independent special district and political subdivision of the State of California with the mission and responsibility of being a self-supporting Port that enforces the principles of sound public stewardship maximizing the potential of maritime-related commerce and regional economic benefit. As part of their mission, The Port contracted Jensen Planning to develop a Special Use Permit Project with the City of Oxnard to allow temporary outdoor vehicle storage facility. The Project underwent numerous public outreach efforts in the community, and prepared a EIR for the 27.5 acre project which could house 4,944 automobile spaces. The Project was supported at City of Oxnard Planning Commission, appealed to City Council and eventually approved by City Council. Other projects Jensen Planning has performed for The Port include long-term planning projects encompassing preliminary design concepts for a 2 acre vacant parcel owned by The Port located at the entrance to the Harbor. Jensen staff analyzed opportunities and constraints of the site and researched Port Hueneme Municipal Code to determine the highest and best use of the property. Proposed concepts included a Union Hall and landscaped parking lot. Deliverables included two conceptual Site Plans, a 3D model, and a combination of hand drawn and digital renderings.

*Length of Service: 2017 to Present*

*Client Contact: KJ May, Engineering Manager  
kmay@portofh.org; (805) 206-5251*



## 4.0 COST PROPOSAL

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Jensen provides competitive rates billed at 0.25 hour intervals by our Planning Staff. These Fee Rates are effective June, 2023.

**PLANNING:**

V.P. OF PLANNING	\$ 210 /hr.
SENIOR PLANNER II	\$ 185 /hr.
SENIOR PLANNER I	\$ 175 /hr.
PLANNER III	\$ 165 /hr.
PLANNER II	\$ 155 /hr.
PLANNER I	\$ 145 /hr.
PLANNING TECHNICIAN II	\$ 135 /hr.

**GENERAL:**

RESEARCH/OFFICE ASSISTANT	\$ 105 /hr.
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**EXPERT WITNESS /  
DEPOSITION RATES:**

Hourly rate for work involving actual expenses in court (4-hour minimum), giving depositions or similar expert testimony, will be billed \$500 per hour regardless of job classification



## 5.0 CONCLUSION

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We look forward to the opportunity to extend our firm's expertise for the City of Camarillo for On-Call Professional Planning Services. With over 30 years of planning experience in a multi-disciplinary approach throughout Ventura County and within the City of Camarillo, Jensen has a proven record of efficiency and accomplishment bringing projects through the entitlement process.



If you have any questions, please don't hesitate to reach out to your primary contact Lisa Woodburn at (805) 633-2251 or [LisaW@JDSCIVIL.COM](mailto:LisaW@JDSCIVIL.COM). We would be honored to sit down with you and your Staff at the City of Camarillo either in person or via Teams, Zoom or any other preferred video meeting program. We feel we would be well suited to backfill the City's Departmental needs as we have enjoyed working relationships with some of your Staff in the past.



## **6.0 APPENDICES**

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### **6.1 REPRESENTATIVE SAMPLE OF IMPLEMENTED PLANNING PROJECTS**



**REPRESENTATIVE SAMPLE OF IMPLEMENTED PLANNING PROJECTS**

Residential	Commercial, Industrial & Agricultural	Lot Line Adjustments & Lot Mergers	Tentative Tract Maps, Parcel Maps & CC of C	Specific Plans	Master Planned Communities	Downtown/Corridor Plans
Cairns Parcel Map Subdivision (City of Ventura)	SUP for Calvary Chapel (City of Oxnard)	LLA Tagliaterra (City of Camarillo)	Cairns Parcel Map Subdivision (City of Ventura)	The Grove Specific Plan (City of Ventura)	Village at the Park (City of Camarillo)	Lancaster Blvd Transformation Corridor
Rio Urbana (City of Oxnard)	CUP for Topstar Nurseries	Lot Merge and LLA for Seacoast Associates (County of Ventura)	Rio Urbana Tract Map (City of Oxnard)	East Area 1 & 2 (City of Santa Paula)	Seabridge (City of Oxnard)	Downtown 5th Street Realignment (City of Oxnard)
Minor Mod SUP for Port 121 Occupancy Change (City of Oxnard)	CUP for Sunshine Floral	Goodman-Weber Lot Line Adjustment (City of Ventura)	Walleik Conservation Subdivision (County of Ventura)	Santa Paula West Business Park	Mandalay (City of Oxnard)	Telecom
Anacapa Townhomes Development Permit & Subdivision (City of Oxnard)	CUP for Houweling Nurseries	Anacapa Townhomes (City of Oxnard)	CC of C TPM of Pierpont Properties in Ojai (County of Ventura)	Camino Real Specific Plan (City of Oxnard)	Educational/Institutional Entitlements	COMSAT CUP (County of Ventura)
Farmworker Dwelling Unit Permitting for Greenhill Ranch (County of Ventura)	Trojan Mini Storage (City of Camarillo)	Waste Management LLA	East Area 1 Tract Maps (City of Santa Paula)	Zone Changes & General Plan Amendments	Multiple campus improvements projects for Thacher School (County of Ventura)	CUP for T-Mobile/Crown Castle: Red Mountain (County of Ventura)
Farmworker Dwelling Unit Permitting for Rancho Temescal (County of Ventura)	Limoneira Company Events and Ag Tourism CUPs (County of Ventura)	Piru Finch LLA (County of Ventura)	Northeast Community Tract Maps (City of Oxnard)	Cairns TPM Subdivision (City of Ventura)	Cal Lutheran Science Building	Gold Coast Broadcasting CUP (County of Ventura)
Vistas at Moorpark Tract 5130	Porta-Stor Planned Development Permit (County of Ventura)	LLA and LCA Contract Recision / Re-entry for Grether Farms (County of Ventura)	Vistas at Moorpark Tract 5130	Rio Urbana TTM (City of Oxnard)	Cal Lutheran Dining Hall	Lotus Broadcasting CUP Renewal Simi Location (County of Ventura)
Citrus II & III Time Extensions to TTM Resolution expirations (City of Ventura)	Apricot Lane Farms CUP (County of Ventura)	Ventura Auto Center LLA	Country Club Estates, Tract 5463 & 5464 (City of Moorpark)	Fillmore Terrace Affordable Housing (City of Fillmore)	Thacher School Dormitories	LARWQCB & Stormwater Permitting
Limoneira Company Infill Farmworker housing (County of Ventura)	Rancho Temescal Agricultural Barns and Structures (County of Ventura)	VW LLA in Ventura Auto Center	Citrus II & III Time Extensions to TTM Resolution expirations (City of Ventura)	Affordable Housing Entitlements	Cal Lutheran Dormitories	Stormwater Industrial General Permit 3111 Golf Course Drive (City of Ventura)
Worth Way Second Dwelling Unit (County of Ventura)	CUP Major Modiciation for COMSAT (County of Ventura)	LLA for Patricia Mobile Home Park (City of Ventura)	Somis Ranch Farmworker Housing (County of Ventura)	Somis Farmworker Housing (County of Ventura)	Saint Barbara's Orthodox Monastery & CUP for Cemetary (County of Ventura)	Streambed Alteration Permitting for Surface Water connections near Piru
Custom Single Family Home and ADU McQuin Residence (County of Ventura)	Caltrans	Conservation Easements & Land Trust	Palms Medical Plaza TPM for Condominium Purposes (City of Oxnard)	Fillmore Terrace (City of Fillmore)	Oxnard Union High School District: Del Sol High School	Sine Qua Non Industrial Discharge Permitting
PD Mod for Cypress Point Apartments (City of Ventura)	GREAT Waterline Advanced Water Purification Facility (City of Oxnard)	Conservation Easement as Mitigation for Mining (County of Ventura)	Vientos Road TPM (County of Ventura)	Goodman Apartments (City of Ventura)	Cal Lutheran Trinity Hall	LAFCO ANNEXATION
Rio Urbana (City of Oxnard)	Cal Lutheran University Sports Complex North			US Army Corps & CDFW Permitting	Water Purveyors	Rio Urbana (City of Oxnard)
				Jurisdictional Delineation Study (County of Ventura)	GIS Land Use Analysis of Water Systems for Valencia Water Company	East Area 1



## 6.2 PROJECT TEAM RESUMES

# LISA WOODBURN

## VICE PRESIDENT – PLANNING SERVICES

805.633.2251

LISAW@JDSCIVIL.COM



Lisa is actively involved in processing high profile and multi-faceted projects for a wide variety of Jensen Design and Survey clients including: public agencies, industry leaders in agriculture, private businesses, and institutional entities. Her 34 years of extensive experience with projects in the County of Ventura, knowledge of the County’s General Plan, Zoning Ordinance, Subdivision Ordinance and CEQA, coupled with her broad network of successful working relationships with regulatory agencies, leads to project approvals while meeting client needs.

### PROJECT EXPERIENCE

#### *SOMIS RANCH FARMWORKER HOUSING COMPLEX, CAMARILLO, CA*

Led a multidisciplinary team in the approval of a complex project involving a 360 unit farmworker housing development and onsite wastewater treatment plant in the unincorporated Ventura County just outside the city limits of Camarillo.

#### *LIMONEIRA COMPANY, SANTA PAULA, CA*

Responsible for approval of a Conditional Use Permit for a major expansion of their lemon processing facility.

#### *SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN, SANTA PAULA*

Lead planner in the preparation of the Santa Paula West Business Park Specific Plan that involves the development of 53 acres of land in the City of Santa Paula Sphere of Influence to light industrial/commercial uses. Responsible for the content of the Specific Plan and ensuring the plan’s consistency with the City of Santa Paula General Plan.

#### *THE THACHER SCHOOL, OJAI, CA*

Responsible for processing on-going CUP modifications as needed for expansion of campus facilities and the recently approved update of the Thacher School Master Plan. Coordination with all county agencies as well as the RWQCB for the successful completion of a variety of required permits.

#### *HAGLE LUMBER COMPANY, SOMIS, CA*

Processing a Zone Text Amendment that will result in allowance of timber storage in the County AE Zone.

#### *KRISHNAMURTI FOUNDATION OF AMERICA, OJAI, CA*

Responsible for the processing of the very controversial expansion of the Krishnamurti campus to include a residential scholars’ program which includes coordination with County agencies and the RWQCB.

### EDUCATION:

BACHELOR IN ENVIRONMENTAL STUDIES, 1981,  
UNIVERSITY OF SANTA BARBARA

COMPLETED MASTERS DEGREE COURSEWORK IN CITY AND REGIONAL PLANNING AT CAL POLY SAN LUIS OBISPO, CA.

### PROFESSIONAL AFFILIATIONS

- California APA

### PRIOR WORK EXPERIENCE:

- City of Paso Robles
- City of Santa Maria
- County of Ventura



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LISA WOODBURN | VICE PRESIDENT – PLANNING SERVICES

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*SATICOY SELF STORAGE EXPANSION/SATICOY OPERATIONS YARD/ROLLS  
HIGH REACH/CONTAINER ALLIANCE, VENTURA, CA*

Obtained approval of CUPs for various industrial projects in the Saticoy area of Ventura County.

*WILDLIFE EDUCATION & CONSERVATION*

Obtained approval of a complex CUP for the conservation, rehabilitation and education involving an inherently dangerous animals and raptors site in the Moorpark area of Ventura County. Included coordination with a variety of County and State agencies.

*APRICOT LANE FARMS/LIMONEIRA COMPANY, CA*

Obtained CUPs to allow for hosting of outdoor events and agricultural promotional facilities at these two locations.

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# ERIK NAGY

## SENIOR PLANNER II

805.633.2254

ENAGY@JDSCIVIL.COM



Erik is a Land Use Planner with extensive experience in agricultural, residential, commercial, industrial, and telecommunications projects. He processes planning, building and safety, and environmental permits for a wide range of clients through City, County, State, and Federal agencies. Projects have included large-scale agriculture, subdivisions, residential improvements, commercial and industrial facilities oil and gas permitting, and telecommunication facilities.

### PROJECT EXPERIENCE

#### TELECOMMUNICATIONS

Processed 56 communication facility permits with Santa Barbara County, and approximately 15 with Ventura County as a permit planner.

Assisted with the establishment of guidelines for more efficient permit processing during employment at Santa Barbara County.

Permitted several communication facilities on Red Mountain at Taylor Ranch in Ventura County.

Permitted several radio tower facilities for Point Broadcasting in Santa Barbara, Santa Paula, and Oxnard, and for Lotus Corp in Simi Valley.

#### RESIDENTIAL

Permitted several single-family dwellings, SFD additions, and small residential subdivisions while working for both Santa Barbara and Ventura Counties.

Processed several parcel maps and tract maps while working for JDS, and permitted SFDs and related property improvements, such as barns.

#### AGRICULTURAL / COMMERCIAL / INDUSTRIAL

Permitted Houweling Nurseries Greenhouses 5 and 6, and subsequent Conditional Use Permit modifications for cogeneration units, water filtration systems, solar panels, and building improvements throughout the facility.

Permitted the conversion of the Houweling greenhouse facility to cannabis production, including security and odor control plans, and building permits for related facility improvements

Permitted the National Disaster Search Dog Foundation's national training center in Ventura County, including several CUP modifications for additional structures and facility improvements.

### EDUCATION:

M.S., ENVIRONMENTAL SYSTEMS,  
HUMBOLDT STATE UNIVERSITY, 1997

B.A., ENVIRONMENTAL STUDIES  
UNIVERSITY OF CALIFORNIA - SANTA  
BARBARA 1995

### PRIOR WORK EXPERIENCE:

- *County of Santa Barbara*
- *County of Ventura*

### PROGRAM PROFICIENCIES:

- *Microsoft Office Suite*
- *Teams/Zoom/WebEx*



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ERIK NAGY | SENIOR PLANNER II

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Permitted Driscoll's packing and shipping facility CUP extension and related expansions/improvements.

Permitted several agricultural barns for orchard and crop production.

Involved with permitting several produce and seafood processing facilities in the City of Oxnard, as well as other industrial projects.

#### *OIL AND GAS*

Rocky Point Offshore Drilling and Production Project – worked with Santa Barbara County's Energy Division and with various other agencies to write the CEQA environmental document for an offshore oil and gas drilling project, consisting of seven new offshore wells from the Point Arguello Unit, and processed the related CUP Modification.

Conducted safety audits of various oil and gas facilities while with Santa Barbara County, and managed Ventura County's oil and gas permits while with Ventura County Planning.

Berry Petroleum Re-drills: Permitted three new on-shore to off-shore re-drill projects for Berry Petroleum in Oxnard while with

DCOR, Ventura County: Permitted several new wells and related facilities.

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# KEVIN WALDRON, AICP

## SENIOR PLANNER II

805.633.2258

KWALDRON@JDSCIVIL.COM



Kevin has proven public- and private- sector experience in entitlement acquisition, environmental analysis and mitigation, preservation, city-wide urban design, map production and project implementation. Kevin's hand's-on approach has led to working with several cities, agencies, organizations, and individuals throughout California performing community workshops, analyzing and writing public policy documents and helping developing project designs. Technical expertise includes AutoCAD, GIS, 3D modeling programs, and Microsoft Office and Adobe Suite programs for professional documents, presentations, and supportive graphics.

### PROJECT EXPERIENCE

#### EDUCATION:

BACHELOR OF SCIENCE  
CITY & REGIONAL PLANNING, 2008  
CALIFORNIA POLYTECHNIC STATE  
UNIVERSITY - SAN LUIS OBISPO, CA

#### CERTIFICATIONS / TRAININGS:

- *American Institute of Certified Planners (Certification #30459)*
- *PSMJ Project Manager Bootcamp (2016)*
- *Engineering Leadership Institute – Leadership Accelerator Course 1 (2021)*

#### PROFESSIONAL AFFILIATIONS

- *National APA Member*
- *CA APA Member*

#### PROGRAM PROFICIENCIES:

- *Microsoft Office Suite*
- *AUTOCAD Civil 3D*
- *Infraworks 3D Modeling*
- *ARCGIS*
- *Adobe Creative Design Suite*
- *Teams/Zoom/WebEx*

#### *RESIDENTIAL & MASTER PLANS*

##### *THE GROVE SPECIFIC PLAN, VESTING TRACT MAP, ZONE CHANGE & ANNEXATION | CITY OF VENTURA*

Senior Planner and lead on document preparation for The Grove Specific Plan which is a master planned community proposed for a 26.51 acre infill property in the City of Ventura's Sphere of Influence. The Vesting Tract Map was approved by Planning Commission with Recommendations to the City Council for certification of the EIR, Zone Change, and Annexation. We are presently finalizing the Developers Agreement and have been working with City Departments including Planning, Public Works, City Attorney's Office, EIR Consultant, and the City's advisory committees. The Project is anticipated for City Council approval this year.

##### *RIO URBANA TENTATIVE TRACT MAP, ZONE CHANGE & ANNEXATION | CITY OF OXNARD*

Senior Planner designing and processing Tentative Tract Map approval process through the City of Oxnard. Coordination with multiple jurisdictions and agencies including: Caltrans, Edison, Fox Canyon Groundwater Management Agency, Watershed Protection District, City of Oxnard, County of Ventura. TPM was approved from Planning Commission and City Council approved Zone Change and Annexation.

#### *CAIRNS PARCEL MAP SUBDIVISION*

Senior Planner designing and processing Tentative Parcel Map and Residential Planned Development Permit on a 1.5 acre Thomas Fire ReBuild lot in the City of Ventura. Project obtained Planning Commission approval of the TPM and Residential Planned Development permit, and City Council approval of the Zone Change.

##### *LOT LINE ADJUSTMENT CRESTVIEW AVENUE | COUNTY OF VENTURA*

Senior Planner responsible for preparing legal lot determination analysis and coordinating with Client and Land Survey team to design and prepare Exhibit A & B Sketch and Legal Exhibits for Lot Line Adjustment in the County of Ventura, adjacent to the City of Camarillo.



PRIOR RELEVANT WORK  
EXPERIENCE:

- *City of San Luis Obispo (Planning Department)*
- *Design, Community & Environment, DC&E (Planning Center)*

*AGENCY PERMITTING*

*OXNARD HARBOR DISTRICT (THE PORT) SPECIAL USE PERMIT FOR TEMPORARY OUTDOOR VEHICLE STORAGE*

Senior Planner responsible for Project Development and Special Use Permit processing in the City of Oxnard.

*BEACON MONDO'S COVE BEACH ACCESS STAIRWAY*

Senior Planner responsible for Project Management with joint powers authority (BEACON) to worked with staff of the Coastal Commission, local homeowners, staff of the State Lands Commission (SLC), Caltrans, and other interested stakeholders and user groups to develop and finalize project plans, and qualify the project for CEQA exemptions for a beach access stairway. The Project has garnered support of all state and local agencies and has obtained federal grant monies of \$1 million for the bid and construction of the Project. Anticipated project construction is FY 2025.

*GREAT RECYCLED WATERLINE PHASE 2 | CITY OF OXNARD*

Senior Planner responsible for permitting 20,000 linear feet of recycled water pipeline. Permits included: County of Ventura Encroachment Permits; Los Angeles Regional Water Quality Control Board permits for construction dewatering discharge; Caltrans permitting for open-trench pipeline installation under Highway 1 right-of-way; OSHA permitting for micro-tunneling; and permitting from County of Ventura Watershed Protection District for Encroachment Permits into a jurisdictional channel.

*COMMERCIAL, INDUSTRIAL & MANUFACTURING*

*SPECIAL USE PERMIT AND LOT MERGER FOR CALVARY CHAPEL | CITY OF OXNARD*

Senior Planner responsible for SUP Site Plan design, lot merger, and processing in the City of Oxnard.

*LOT MERGER FOR SEACOAST ASSOCIATIES | COUNTY OF VENTURA*

Senior Planner responsible for Lot Merger processing in the City of Oxnard.

*LOT LINE ADJUSTMENT FOR VENTURA AUTO CENTER PROPERTIES | CITY OF VENTURA*

Senior Planner responsible for six (6) Lot Line Adjustment subdivisions and processing at the Ventura Auto Center in the City of Ventura.

# TANNER SHELTON, AICP

## SENIOR PLANNER I

805.633.2215

TSHELTON@JDSCIVIL.COM



Tanner is a versatile and collaborative urban planning and design professional with over seven years of experience. His unique skillset, with extensive knowledge of California planning processes/policies and strong site design capabilities make him an asset to any project team. Tanner focuses on processing current planning entitlements, policy development and analysis, preparation and processing of tentative parcel/tract maps, affordable housing entitlements, and creating site designs and land use plans for a wide variety of public, private, and non-profit sector clients. He is an expert on various State housing laws aimed at streamlined entitlement processing, including AB 2162, SB 35, SB 330, AB 2011, and SB 9.

### PROJECT EXPERIENCE

#### EDUCATION:

BACHELOR OF SCIENCE  
CITY & REGIONAL PLANNING, 2016  
CALIFORNIA POLYTECHNIC STATE  
UNIVERSITY- SAN LUIS OBISPO, CA  
(CUM LAUDE) - 2016

MINOR IN REAL ESTATE/REAL  
PROPERTY DEVELOPMENT

#### CERTIFICATIONS:

- *American Institute of Certified Planners (Certification #32266)*

#### PROFESSIONAL AFFILIATIONS:

- *APA CENTRAL COAST, Member. Past Professional Development Officer (2018-2022)*

#### COMMUNITY INVOLVEMENT:

- *Ventura Unified School District, Real Estate/Land Use Advisory Committee Member*

#### PROGRAM PROFICIENCIES:

- *AUTOCAD Civil 3D*
- *ARCGIS/QGIS*
- *Adobe Creative Design Suite*
- *Microsoft Office Suite*

#### *PEOPLE'S SELF HELP HOUSING (PSHH) ENTITLEMENTS, VARIOUS*

Prepare, process, and manage entitlements for multiple PSHH affordable housing projects throughout the Central Coast. Projects include 50 units in Fillmore, 34 units in Cambria, 119 units in Santa Maria, and 56 units in Ventura. For each project, conducted extensive policy analysis and due diligence into applicable local and State legislation, often utilizing State laws to secure approvals. Organize efforts with multi-disciplinary design teams, lead public agency coordination, and represent developer at community workshops and public hearings.

#### *OUHSD/MAULHARDT TENTATIVE TRACT MAP & SPECIFIC PLAN*

Developed site design concept, tentative tract map, and Specific Plan Amendment for a 107 acre infill property in the City of Oxnard with a multi-disciplinary team, private land owner, and Oxnard Union High School District. Currently responsible for the ongoing processing of the Tentative Tract Map, Specific Plan, and Design Review entitlements related to the residential component of the site.

#### *RIO DEL VALLE CAMPUS MASTER PLAN, RIO SCHOOL DISTRICT*

Lead campus master planning effort at Rio Del Valle Junior High School. Worked with District and community stakeholders to establish consensus on vision for site, including a campus expansion. Process entitlements (General Plan Amendment, Zone Change, Annexation) through City of Oxnard.

#### *OXNARD SHORES COMPANY DEVELOPMENTS, OXNARD*

Designed and permitted two residential subdivisions for the Oxnard Shores Company, a 50 unit townhome community and 56 unit single family home community with adjacent 29 acre open space parcel. Worked closely with City staff and consultants on complex biological and coastal resource constraints.

#### *HOUSING AUTHORITY OF VENTURA ENTITLEMENTS, VENTURA*

Managed entitlement efforts and prepared application materials for multiple Housing Authority of the City of Ventura developments within the City of Ventura.



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TANNER SHELTON, AICP | SENIOR PLANNER I

- *Teams/Zoom/WebEx*

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Projects have included moderate income single family/townhomes with a Tentative Tract Map, and an infill affordable multi-family apartment development.

*SENATE BILL 9 LOT SPLIT TENTATIVE PARCEL MAPS, VARIOUS*

Prepare and process Senate Bill 9 urban lot split Tentative Parcel Maps in multiple jurisdictions, including the City of Ventura, City of Los Angeles, County of Ventura, and County of Los Angeles. Work with both applicant and public agency staff to ensure SB 9 guidelines are followed equitably and that laws are interpreted as intended by the Legislature.

*COMMERCIAL LOT TENTATIVE PARCEL MAPS, VARIOUS*

Design, prepare, process, and secure approvals for Tentative Parcel Maps on previously developed commercial properties in Saticoy and Fillmore. Both sites included several existing retail commercial buildings that were then subdivided to be on separate parcels. Ensured parking compliance, developed shared access agreements, and oversaw condition compliance.

*SOMIS RANCH FARMWORKER HOUSING, COUNTY OF VENTURA*

Collaborated with multi-disciplinary design team to design and obtain entitlements for a 360 unit farmworker housing project. Personal responsibilities included development of project description, consistency analysis, and tentative map.

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# NICHOLE GARNER, AICP

## PLANNER III

805.633.2252

NGARNER@JDSCIVIL.COM



Nichole has successfully designed, applied for, and processed projects through ministerial and discretionary permit process for several commercial, industrial, agricultural and residential projects throughout Ventura County. She works closely with multiple disciplines in the industry including environmental scientists and biological consultants, civil engineers and surveyors within our firm, and various departments at government agencies, including but not limited to: public works, environmental health, building & Safety, Caltrans, California Department of Fish and Wildlife (CDFW), United States Army Corps Engineers (USACE), LA Regional Water Quality Control Board (LARWQCB) and Watershed Protection District.

### PROJECT EXPERIENCE

#### EDUCATION:

BACHELOR OF SCIENCE  
CITY & REGIONAL PLANNING, 2016  
CALIFORNIA POLYTECHNIC STATE  
UNIVERSITY- SAN LUIS OBISPO, CA  
(CUM LAUDE)

#### CERTIFICATIONS:

- American Institute of Certified Planners (AICP)

#### PROFESSIONAL AFFILIATIONS:

- APA CENTRAL COAST, Member

#### PROGRAM PROFICIENCIES:

- Microsoft Office Suite
- AUTOCAD Civil 3D
- Infraworks 3D Modeling
- ARCGIS
- Adobe Creative Design Suite
- Teams/Zoom/WebEx

#### PRIOR WORK EXPERIENCE:

- City of Atascadero

#### *LOT LINE ADJUSTMENT (LLA) & ANNEXATION, CAMARILLO*

Successfully processed a LLA between City of Camarillo and County of Ventura jurisdictions to widen an access drive and bring lot up to minimum lot size standards. Included annexation of County land into City of Camarillo.

#### *HISTORIC PIRU HOTEL PLANNED DEVELOPMENT PERMIT, PIRU*

Managed entitlement efforts and prepared application materials for a Planned Development (PD) permit to convert an adult care center back to its historic use as the Piru Hotel. Required coordination with County of Ventura Planning, Environmental Health and Building & Safety Divisions, as well as Cultural Heritage Board.

#### *PALMS MEDICAL PLAZA CONDO CONVERSION, OXNARD*

Prepared submittals for a Tentative Parcel Map for Condominium purposes and Minor Special Use Permit to allow conversion of a medical office building to owner-occupied suites

#### *THACHER SCHOOL ONGOING USE & BUILDING PERMITS, OJAI*

Represented and guided the Thacher School through a CUP Modification, ministerial planning permits and building permits through County of Ventura agencies. Ongoing projects include building renovations, new recreational areas on campus and a rainwater capture system.

#### *COMSAT SATELLITE COMMUNICATION FACILITY, SANTA PAULA*

Represented and guided COMSAT through multiple CUP Modifications and building permits for facility expansion and construction of new antennas. Created 3D Model of facility to advise on new antenna placement and prevent interference.



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NICHOLE GARNER, AICP | PLANNER III

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*NAUMANN AGRICULTURAL PROCESSING CUP, OXNARD*

Represented Naumann Family Farms in preparing a CUP modification application for an agricultural packing and processing facility and processing through the County Planning discretionary permit process. Project involved coordination with multiple County Agencies for satisfaction of Conditions of Approval and site improvements.

*WHITMAN LLA AND COASTAL DEVELOPMENT PERMIT (CDP), VENTURA*

Represented a residential property owner through the Lot Line Adjustment (LLA) and CDP process in Ventura's Pierpont Neighborhood. Involved a Variance for site constraints and existing non-conforming setbacks.

*RANCHO TEMESCAL SURFACE WATER DIVERSION PUMPS, PIRU*

Collaborated with Rancho Temescal and CDFW to process a Streambed Alteration Agreement for continued operation of two surface water diversion pumps in Piru Creek. Involved preparation of all application materials and exhibits.

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