



OJAI VALLEY MUNICIPAL ADVISORY COUNCIL

FINAL MEETING MINUTES

18 Valley Road, Oak View Monday,
June 12, 2023 - 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

Meeting called to order at 7:04PM

2. Flag Salute

3. Roll Call

*Members Wright, Kennedy, Malloy, and Vice Chair Westbury Present.
Chair Cohen Absent.*

4. Adoption of the Agenda

*Motioned by Kennedy to approve as presented; seconded by Wright.
Approved unanimously.*

5. Public Comment for Items Not on the Agenda

Public Comment No. 1- Ron Solorzano – Oak View library and other libraries has a Summer Reading Program. At Oak View Library is a special STEM Lab program from 2:30 – 3:30 starting June 12th and ending August 2nd. This program is for 6 – 12 year old children. There is a Adults Art salon program on the second Saturday of the month from 11:00 – 7:00PM at the Oak View Library.

There is an Adult Literacy Program which is run out of the Ventura County libraries and is managed by our education outreach managed. There is a need for volunteers to tutor this program as there is a direct link between illiteracy and incarceration. The Adult literacy program is a free 1 on 1 learning experience and there are group learning opportunities as well. Please email read@ventura.org or call 805-677-7160 for more information.

Public Comment No. 2 – Jeffrey Starkweather – There is a program jointly sponsored by the Ojai Valley Democratic Club and the Housing Committee from the City of Ojai Planning Commission. You can watch it on zoom on the OV Democratic Club Facebook page. This is part of a series we are doing regarding housing insecurity in the Valley. There is a focus on homeless and transitional housing needs. Had our first session regarding this topic last night (Sunday June 11).

The first session featured Help of Ojai and the MESA Transitional Age Youth housing projects and discussions surrounding programming. We also heard from Dignity Moves which is a pallet shelter type of transitional housing. This vendor was brought to our attention by local group in Ojai that has titled themselves “Citizen Homeless Task Services”. Dignity Moves has a project in Santa Barbara that we are checking out later this week. We also heard from Cabrillo Economic Development Corporation and their forthcoming project here in Miramonte.

Our second session will include Turning Point Foundation and Cabrillo Economic Development Corporation and their Bright St. project. We will also hear from the Housing Authority and the Housing Trust Fund from Ventura County. Please go online on our FB page and watch it. It will be on July 30th (last Sunday of the month).

6. Approval of the Meeting Minutes of May 15, 2023 – DRAFT MINUTES ATTACHED

Member Wright made a motion to approve as presented. Seconded by Kennedy. Approved 3-0 with Malloy abstaining.

7. City of Ojai Planning Commission Update

“So, what has the Ojai Planning Commission been doing since the last OVMAC Meeting (May 15, 2023)?

This month has been relatively quiet.

1. Cleanup of the Ojai Municipal Code, Title 10 (Planning and Zoning) continues. We recommended changes to the ADU (Accessory Dwelling Unit) ordinance to conform to recently revised State law Interesting - in almost every other area, local governments are only allowed to set rules more restrictive than State law; in the area of ADUs, local governments are allowed to set rules more permissive than State law. For example, State law provides for suspension of Affordable Housing parking requirements within ½ mile of a "major transit stop" (Ojai doesn't have one); Ojai can suspend Affordable Housing parking requirements within ½ mile of any transit stop.

2. Reconsideration of an appeal of the Ojai REACH code (first heard in November and continued). Continued again as other provisions of State law have the appellant reconsidering the project. A quirk in State law: a project can consist of a home and an ADU, and the owner can be remote; if a JADU is included, the owner must live on the property.

3. Upcoming Design Reviews: a new residence and two-story ADU in Persimmon Hill; redevelopment of the Ojai Bowling Alley property; renovation of the Topa Mountain Winery; and several new proposed Affordable Housing projects.

4. We had proposed having both a Housing committee and a Parking committee under the PC, but the City Council decided to include two Planning Commissioners on their Parking committee. We have renewed our recommendation for a Housing committee under the PC and await a City Council decision.

5. The City Council is now considering new rules on the composition of the PC as well as other commissions, reducing the number of Commissioners who live outside the City limits, as well as how vacancies will be filled. This would create at least one vacancy on the PC; we await the Council's

decision.”

INFORMATIONAL ITEMS

8. Receive an Informational Presentation from the County of Ventura Planning Division and the Code Compliance Division regarding Bed and Breakfast establishments and Temporary Rental Units.

Please find Power Point Presentation attached which was presented by the Planning Division. Representatives included Dave Ward - Planning Director, Mindy Fogg – Planning Manager, and Dean Phaneuf from Code Compliance.

Public Comment No. 1 – Teena Broumand - There are a number of rental units along Creek Road that are illegal. There are over 160 short term rentals being advertised online throughout the Ojai Valley area on various platforms – AirBnB, VRBO, etc. This is creating a motel like atmosphere. We need help protecting our neighborhood as its seriously affecting all of us. There shouldn't be any short term rentals in the Ojai Valley as there is an overlay.

Staff explained that our Code Compliance division is complaint driven – each rental unit would have to be reported as potentially illegal.

Public Comment No. 1 – CONTINUED - What about monitoring these units? How is that paid for? What is the protocol for enforcement?

Staff explained that a notice is sent as a courtesy and then the property owner has 30 days to abate the violation or a formal violation would be issued against the property. The use would have to be discontinued if the property was not allowed to have the short term rental. Staff also went on to explain that the identity of the reporting party is protected unless it has to be released by order of a judge. Staff also provided the Temporary Rental Unit hotline to report any suspected illegal rentals. Their phone is 805-654-3506.

Staff further explained that to revise or revamp the existing Temporary Rental Unit to provide more enforcement and/or address additional amenities such as Bed and Breakfasts. Staff explained that ample time would be needed to truly assess a new ordinance; they are currently about to start a similar effort for the Lake Sherwood Community and this will be a good example to determine the true extent of time and cost associated with revamping the ordinance. They typically involve counsel as there are legal challenges associated with this kind of prohibitions.

Public Comment echoed that there is a need for more teeth to the enforcement of these ordinances and specifically with the Ojai Valley.

9. Announcements and Updates -

Executive Officer Clensay announcing Coffee Chat with Supervisor LaVere on June 30th at Libbey Park – 9AM.

Executive Officer Clensay also noted that CHP would be installed a speed feedback indicator sign along SR-33 in Oak View during the Summer months to help address speeders.

10. **Councilmember Comments** - Member Kennedy noted the missing sidewalk gap along SR-33 at Oak View Avenue.

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

Meeting adjourned at 8:44PM

Bed & Breakfasts vs. Temporary Rental Units

Ojai Valley MAC

June 12, 2023



Dean Phaneuf – Code Compliance Manager

Dave Ward, AICP – Planning Director

Mindy Fogg – Planning Manager

Summary Comparison – Countywide Programs with Ojai Focus

Bed & Breakfast (B&B)	Temporary Rental Units (TRU)	
B&B Inn	Short-Term Rental (STR)	Homeshare
Conditional Use Permit (CUP) approved by County Planning Commission	Ministerial Permit and Business License	Ministerial Permit and Business License
Permitted in any dwelling with family in permanent residence.	Coastal limitations. Non-coastal allowed anywhere. In Ojai -- Permitted only in Designated Historic Landmark.	Permitted in any dwelling -- owner must be present overnight.
Residential, Ag and Open Space Zones	Ojai TRU Overlay Zone	Ojai TRU Overlay Zone
Max 6 rooms and 15 guests	Two persons per bedroom plus two others, up to a maximum of 10 guests	Max 2 rooms and 5 guests
Includes breakfast	No food required	No food required

B&B Inn Definition



A single-family dwelling with one family in permanent residence therein, and where, as an accessory use, one to six bedrooms (except as set forth in Section 8107-43.3), accommodating no more than 15 guests, are made available for transient occupancy for no more than seven consecutive days, with breakfast offered for compensation to overnight guests.

B&B Standards

- May have bedroom limit depending on zone.
- Ag and Open Space Zones require that property is in active agricultural production.
- Requires one parking space per rented room in addition to the spaces required for the dwelling.
- All other limitation are set by the CUP.



B&B Conditional Use Permit (CUP) Process

- Requires approval by the County Planning Commission.
- May require input from advisory groups (e.g., MAC, APAC)
- Discretion applied to conditions of approval – may include:
 - ❖ Landscaping
 - ❖ Quiet hours
 - ❖ Limits on adult/child guests
 - ❖ Parking (in excess of ordinance requirement)



TRU Regulations

On June 19, 2018, the Board adopted amendments to the Non-Coastal Zoning Ordinance establishing Temporary Rental Unit (TRUs) regulations for the non-coastal areas of unincorporated Ventura County.

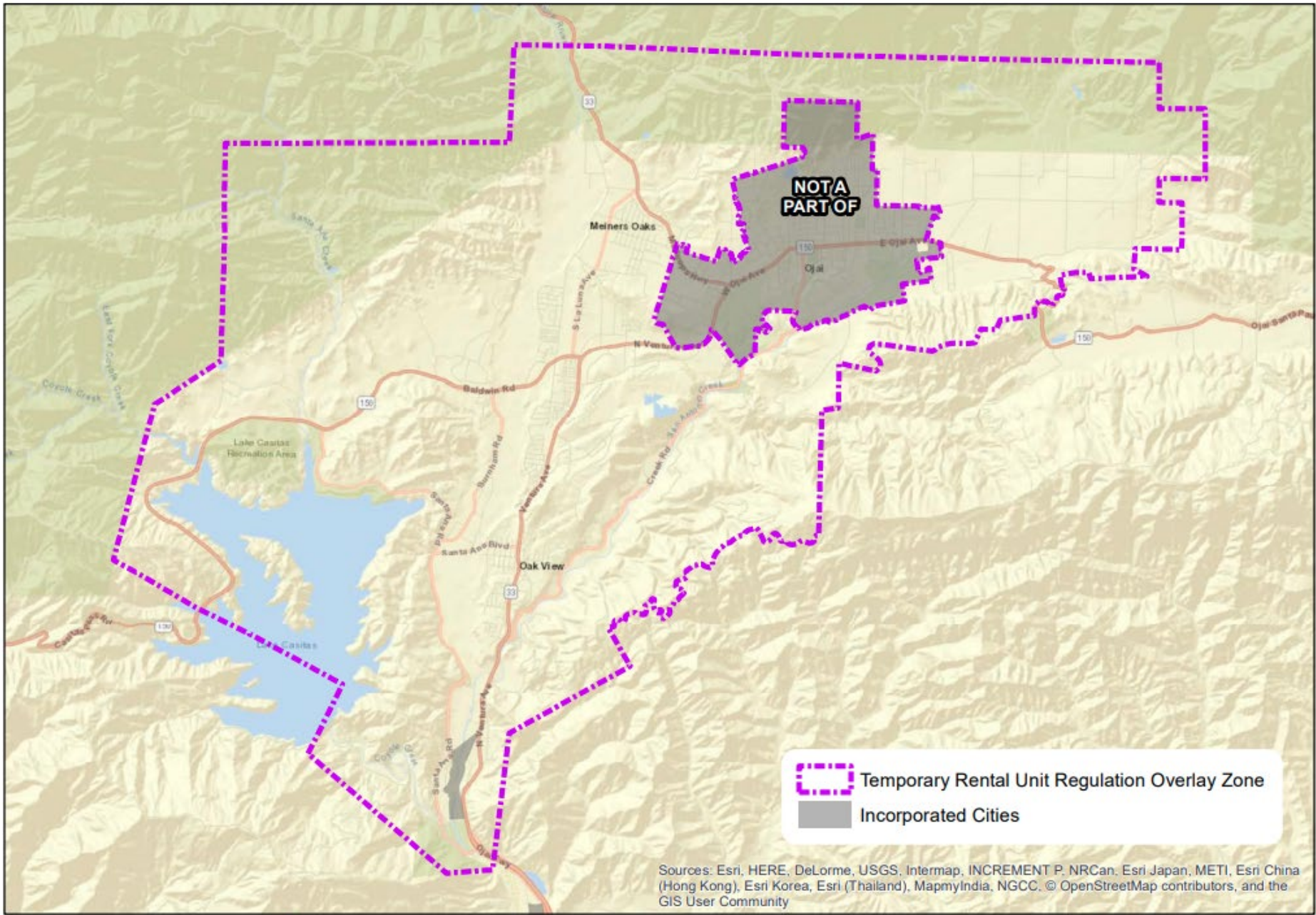
TRU Overlay Zone Purposes:

1. Minimize impact on long-term housing opportunities in Ojai
2. Safeguard affordable / workforce housing
3. Preserve character of Ojai Valley
4. Protect health, safety and welfare of renters and residents

ORDINANCE NO. 4523

**AN ORDINANCE OF THE COUNTY OF VENTURA, STATE OF CALIFORNIA,
AMENDING DIVISION 8, CHAPTER 1, ARTICLES 2, 3, 4, 5, 9 AND 14
OF THE VENTURA COUNTY ORDINANCE CODE, NON-COASTAL ZONING
ORDINANCE TO REGULATE THE TEMPORARY RENTAL OF DWELLINGS
WITHIN THE TEMPORARY RENTAL UNIT REGULATION OVERLAY ZONE**

The Board of Supervisors of the County of Ventura ("County") ordains as follows:



TRU Overlay Zone

Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community

STR Definition

A short-term rental (“STR”) is defined as a dwelling, any portion of which is rented for a period less than thirty consecutive days when the owner is not physically present, with no meals or food provided to the renter or renters.



Homeshare Definition

A dwelling which is the primary residence of an owner who possesses at least a twenty percent ownership interest in the subject parcel, with any portion of the dwelling rented for a period less than thirty consecutive days when the owner is physically present in the same dwelling, with no meals or food provided to the renter or renters.



Temporary Rental Units “TRU” Consistencies

- Short-term Vacation Rentals & Homeshares
 - Less than 30 consecutive days to same guest
 - No meals/food provided
 - Not considered a “Home Occupation”
 - “Occasional home exchange” not considered a homeshare or short-term rental
 - Allowed ONE ONLY (in each regulated zone)
 - Permit is valid for one year
 - Voided automatically upon sale/transfer of property
 - Owned by 5 or fewer individuals
 - No more than five (5) bedrooms – no more than two (2) persons per room


Temporary Rental Units “TRU” Differences

- Short-term Vacation Rental

- No onsite resident requirement
- Response parameters for owner/manager
- TRU application required
 - \$1195 processing fee
 - Situs Inspection
 - \$500 Monitoring deposit
 - Indemnifications and affirmation of insurance required
- Permit to Operate required
- Business License required
- TOT Certificate required

- Homeshare


- Owner of the property MUST be onsite between hours of 10pm - 7am, when rented to guest
- TRU application required
 - \$1195 processing fee
 - Situs Inspection
 - \$100 Monitoring deposit
 - Indemnifications and affirmation of insurance required
- Permit to Operate required
- Business License required
- No TOT Certificate required

 **IF YOU HAVE A COMPLAINT..**

[Submit your complaint here!](#)

If you have a complaint regarding a temporary rental unit, please click on the "Click Here!" link and complete the form and our officers will investigate the alleged concern and follow up with you.

[Click Here!](#) →

 **Welcome!**

Temporary Rental Unit Section-TRU

[Please scroll down for more information](#)

Our objective is to facilitate peace of mind through high standards of service to the residents of Ventura County for an easy permitting process to operate a temporary rental unit and to ensure fair oversight and compliance.

 **Online Permitting!**

Ventura County Citizen Access

Using VC Citizen Access, members of the public can search and review permit information, and permit applicants and property owners can upload and download documents, track processing statuses, and pay for permit fees online using a credit card.

[Read More](#) →

[Online Permitting](#)

TRU Online Resources



Temporary Rental Concern?

To report a concern please call: 805-654-3506 - 8 am to 5 pm

A scenic landscape of rolling hills and mountains at dusk. The foreground shows a vineyard with rows of grapevines and a house with a red roof on a hillside. The middle ground is a valley with more vineyards and some buildings. The background features layers of mountains under a cloudy sky. The word "Questions?" is centered in the image in a white, sans-serif font.

Questions?