

September 3, 2024

**TO:** Interested Persons

**FROM:** Carlos Contreras, Senior Planner

**SUBJECT:** NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

**PROJECT:** 1651 Lynn Road Residential Subdivision Project  
*A request to subdivide a partially vacant 4.30-acre residential lot into 19 residential lots to accommodate the construction of 18 single-family residences.*

**LOCATION:** The Project site is located at 1651 Lynn Road in the Newbury Park community of the City of Thousand Oaks (at the northwest corner of the intersection of Lynn Road and Blair Court), on approximately 4.61-acres comprised of Assessor's Parcel Numbers (APNs) 660-0-030-165 and 660-0-030-175 (see Figure 1).

**COMMENT PERIOD:** September 3, 2024, to October 3, 2024

The City of Thousand Oaks, Community Development Department, Planning Division has completed the preparation of a Draft Initial Study/Mitigated Negative Declaration (IS/MND) for the 1651 Lynn Road Residential Subdivision Project and intends to present the document for adoption as part of Project review. The IS/MND has been prepared in accordance with the California Environmental Quality Act (CEQA).

The Project would subdivide the property at 1651 Lynn Road into 19 residential lots to accommodate the construction of 18 single-family residences. The Project also includes a new internal private access road, walls, hardscape, landscape, a bio-retention basin, and grading in the City of Thousand Oaks, the removal of oak trees, the encroachment into the protected zone of oak trees, and a waiver from the requirement to underground associated utility lines. The majority of the proposed development would be located on the privately owned APN 660-0-030-165; however, the Applicant would be granted an easement over the City-owned APN 660-0-030-175 to maintain the landscaping on that parcel. The Project would require the following entitlement applications:

- **Vesting Tentative Tract Map (VTTM) 2022-70793:** request to subdivide the 4.30-acre parcel into 19 residential lots;
- **Residential Planned Development (RPD) 2022-70851:** request to construct 18 single-family residences, including an internal private access road, new walls, hardscape, landscape, bio-retention basin, and grading, as well as modifications to the Objective Design Standards (ODS) of the Thousand Oaks Municipal Code (TOMC), as follows:
  - Modification to the ODS of the TOMC, to allow vehicular and pedestrian gated access to the Project site as otherwise prohibited by TOMC Section 9-4.2205(a)(4), and
  - Modification to the ODS of the TOMC, to allow for one residential flag lot as otherwise prohibited by TOMC Section 9-4.2205(a)(6).
- **Protected Tree Permit (PTP) 2022-70874:** for the removal of 23 oak trees and encroachment into the protected zone of 80 oak trees; and
- **Underground Utility Waiver (UUV) 2024-70002:** request to waive the requirement to underground existing overhead utilities to construct 18 single-family residences.

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The document is now available for a 30-day public review and comment period. The comment period **begins on September 3, 2024 and will conclude on October 3, 2024**. You may review a copy of the IS/MND at the website or addresses listed below:

<https://www.toaks.org/departments/community-development/planning/environmental-impact>

City of Thousand Oaks Community Development Department, Planning Division  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362

Thousand Oaks Library (Newbury Park Branch)  
2331 Borchard Road  
Newbury Park, CA 91320

Thousand Oaks Grant R. Brimhall Library  
1401 E. Janss Road  
Thousand Oaks, CA 91362

Written comments regarding the IS/MND should be received by the Community Development Department, Planning Division **NO LATER THAN 5:00 p.m. on October 3, 2024**. All comments should be submitted via e-mail or mailed to:

Carlos Contreras, Senior Planner  
City of Thousand Oaks Community Development Department, Planning Division  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
E-mail: [ccontreras@toaks.org](mailto:ccontreras@toaks.org)  
Phone: (805) 449-2317

If you have questions about the Project or the environmental review process, please contact Carlos Contreras, Senior Planner, by phone or e-mail at (805) 449-2317 or [ccontreras@toaks.org](mailto:ccontreras@toaks.org).

Sincerely,



Carlos Contreras  
Senior Planner



Figure 1 – Project Location

