

A G E N D A
DATE: February 26, 2019
ITEM NO.: 1

MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF WEST COVINA
Tuesday, February 12, 2019

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the West Covina Council Chambers. Chairman Redholtz led the Pledge of Allegiance and the Commission observed a moment of silence.

ROLL CALL

Present: Heng, Holtz, Jaquez, Kennedy and Redholtz

Absent: None

City Staff Present: Anderson, Burns, Wu and de Zara

Chairman Redholtz introduced the new Planning Commissioners Glenn Kennedy and Greg Jaquez. He also thanked Ashley Rozatti for her contribution to the Planning Commission.

APPROVAL OF MINUTES:

1. Regular meeting, January 22, 2019

The minutes were approved as submitted.

OTHER MATTERS OR ORAL COMMUNICATIONS

None

PUBLIC HEARINGS

None

NON-HEARING ITEMS

2. INITIATION OF CODE AMENDMENT NO. 19-01

Community Development Director Jeff Anderson presented the staff report. During his presentation Mr. Anderson told the Commission that the recycling facility had been established prior to the adoption of the current code for small recycling centers but had been sold to RePlant and that it currently did not have a business license. He also spoke about the location of the recycling center and said it was near a residential development.

Mr. Paige Gosney, attorney representing RePlanet, spoke to the Commission regarding RePlanet's acquisition of the site. He added that the site was purchased from Earthwise and they had operated the site as a legal, non-conforming use. He added that RePlanet had met with staff to discuss the continued operation of the site and discuss the necessary permits and entitlements.

There was a discussion by the Commission regarding the operation of this site, the required separation from residential uses, how the code amendment might affect other such centers, state regulations regarding the operation of small recycling centers and other possible ways to permit the continued operation of this site. During this discussion Mr. Anderson said that when a code amendment is initiated, staff would research the uses and work with the City Attorney to determine if the code amendment would be beneficial to the entire community. Commissioner Holtz asked if there had been any complaints about this recycling center. Commissioner Jaquez added that, even if there it a code amendment initiated, there is no guarantee that the code amendment will be adopted. It would only allow staff to explore the option. There was then a discussion regarding continuing the operation of the recycling center while the code amendment is being considered. Staff recommended that the recycling center discontinue operation until the code amendment is adopted. At the end of the Commission discussion, it was determined that the Commission would initiate a code amendment for the regulation of small recycling facilities. Chairman Redholtz expressed his desire that this matter be resolved as soon as possible.

Motion by Holtz, seconded by Kennedy, to waive further reading and adopt Resolution No. 19-5979 initiating Code Amendment No. 19-01. Motion carried 5-0.

3. MINOR SITE PLAN REVIEW NO. 18-20
CATEGORICAL EXEMPTION
APPLICANT: Greg Flick for Cadence Acquisition, LLC
LOCATION: 711 N. Azusa Avenue
REQUEST: Request to remodel the façade of a 5,780 square foot, single-tenant building.

Planning Intern Megan Wu presented the staff report. During her report she spoke about the previous approval in October, 2017 for Planning Director's Modification No. 17-39. She told the Commission the applicant never applied for permits after that approval. She also told the Commission the plan before them is a revised version of the previously approved plan. She also told the Commission that one of the tenant spaces will be occupied by a 7-11 convenience store. She also reviewed the proposed façade improvements and colors for the building. At the end of the presentation, staff recommended approval of the proposed plan.

Mr. Greg Fick, applicant, said he was present to answer any questions by the Commission. He also agreed to comply with the conditions of approval and answered questions by the Commission regarding parking and possible other tenants for the remaining two spaces.

Commissioner Holtz asked if the convenience store would be selling beer and wine. Staff said there was an administrative use permit that had been approved previously.

Motion by Holtz, seconded by Jaquez, to approve Minor Site Plan Review No. 18-20. Motion carried 5-0.

CONTINUATION OF ORAL COMMUNICATIONS

None

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

Chairman Redholtz asked new Commissioners Greg Jaquez and Glenn Kennedy to introduce themselves and welcomed them both to the Planning Commission.

5. PLANNING DIRECTOR'S REPORT:

- a. Forthcoming – February 26, 2019
- b. Project Status Report – January, 2019
- c. Change of Conflict of Interest Rule – Distance increased from 500 feet to 1,000 feet.

Community Development Director Jeff Anderson told the Commission there had been a legal change in the distance requirement for a conflict of interest from 500 feet to 1,000 feet. He said he the Commission's questions on conflict of interest can be addressed by staff and the City Attorney.

Mr. Anderson also introduced Jo-Anne P. Burns, the new Planning Manager. He added that she had started her career in Planning with the City of West Covina. He added that we also have two new Planning Assistants, Rene Aguilar and Camillia Martinez as well as two new Planning Interns, Baltazar Barrios and Eileen Santos.

6. CITY COUNCIL ACTION:

Community Development Director Jeff Anderson said that the City Council considered amendments to Code Amendment No. 18-02, Accessory Dwelling Units, at the City Council meeting held on February 5, 2019.

ADJOURNMENT

Chairman Redholtz adjourned the meeting at 7:55 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant

ADOPTED AS SUBMITTED ON: February 26, 2019