

PLANNING COMMISSION

RESOLUTION NO. 23-6121

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE PERMIT NO. 22-14.

ADMINISTRATIVE USE PERMIT NO. 22-14

SUBCOMMITTEE DESIGN REVIEW NO. 22-124

CATEGORICAL EXEMPTION

APPLICANT: K.C. Fong

LOCATION: 345 S. Grand Avenue

WHEREAS, there was filed with the City, a verified application on the forms prescribed in Chapter 26, Article VI of the West Covina Municipal Code, requesting approval of an Administrative Use Permit to construct a 3,000 square foot two-story single-family residence within the parcel described as follows:

Assessor Parcel No. 8277-011-019, as shown on the latest rolls of the Los Angeles County Tax Assessor; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 28th day of February, 2023, conduct a duly advertised public hearing as prescribed by law to consider said application; and

WHEREAS, studies and investigations made by this Commission and in its behalf reveal the following facts:

1. The applicant is requesting approval of an Administrative Use Permit to allow for the construction of a 3,000 square foot two-story single-family residence with a 400 square foot attached garage. The subject property is located in the “Residential Single Family” (R-1) Zone.
2. Findings necessary for approval of an Administrative Use Permit are as follows:
 - a. *That the lot and proposed development is consistent with the general plan, zoning, and meets all other applicable code requirements.*

- b. That the development utilizes building materials, color schemes and a roof style which blend with the existing structure, if any, and results in a development which is harmonious in scale and mass with the surrounding residences.*
 - c. That the development is sensitive and not detrimental to convenience and safety of circulation for pedestrians and vehicles.*
 - d. That the development can be adequately served by existing or required infrastructure and services.*
 - e. That the design of the structure has given consideration to the privacy of surrounding properties through the usage and placement of windows and doors, cantilevers, decks, balconies, minimal retaining walls, trees and other buffering landscaping materials.*
 - f. That the development is sensitive to the natural terrain, minimizes necessary grading, de-emphasizes vertical massing which could disrupt the profile of a natural slope, and does not impede any scenic vistas or views open to the public or surrounding properties.*
3. Pursuant to the California Environmental Quality Act (CEQA), the proposed project is considered to be categorically exempt (Class 3, New Construction) in that the proposed use will consist of the construction of one single-family residence.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of West Covina as follows:

1. On the basis of evidence presented, both oral and documentary, the Planning Commission makes the following findings for approval of an Administrative Use Permit:
- a. The proposed house is consistent with the Neighborhood Low (up to 8 dwelling units per acre) General Plan designation and the Residential Single-Family (R-1) Zone, in that it consists of the construction of one single-family residence on the lot. The project meets all applicable requirements of the Residential Single-Family (R-1) Zone and Area District III.
 - b. The neighborhood consists of a mixture of one-story and two-story homes and features a variety of architectural styles. The proposed two-story house features a modern architectural style with a flat roof, large clear-tempered double pane windows, smooth-finished stucco and wood siding.
 - c. The proposed house will be accessible from a driveway off of South Grand Avenue and will not negatively impact circulation or safety for pedestrians and vehicles. The subject property is within all setbacks as required by the Municipal Code. The proposed house does not have negative effects on the convenience and safety of

circulation for pedestrians or vehicles in that it will not result in any visual obstructions adjacent to a right-of-the-way.

- d. The lot is adequately served by existing infrastructure (streets, sewer, water, etc.). The proposed two-story house is not anticipated to require additional infrastructure or services beyond that provided for the existing residences nearby. Therefore, the development can be adequately served by existing infrastructure and services.
 - e. As conditioned, the windows on the second floor that face the single-story houses will not cause privacy impacts due to a combination of distance/setback, design, and landscape screening requirements.
 - f. The proposal is sensitive to the natural terrain in that there are no major terrain modifications. Any necessary precise grading for construction will require that a grading permit be obtained from the Engineering Division. The project proposes a new two-story house that would not impede any scenic views from surrounding properties.
2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 22-14 is approved subject to the provisions of the West Covina Municipal Code provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Community Development Director before the use or occupancy of the property is commenced and before a certificate of occupancy is issued, and the violation of any of which shall be grounds for revocation of said Administrative Use Permit by the Planning Commission or City Council.
 3. The Administrative Use Permit shall not be effective for any purpose until the owner of the property involved (or his duly authorized representative) has filed at the office of the Planning Director his affidavit stating he is aware of, and accepts, all conditions of this Administrative Use Permit as set forth below. Additionally, no permits shall be issued until the owner of the property involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
 4. The costs and expenses of any enforcement activities, including, but not limited to attorney's fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
 5. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 22-14 is approved, subject to the following conditions:
 - a. Comply with the plans reviewed by the Planning Commission on February 14, 2023.

- b. Comply with all requirements of the “Single-Family Residential” (R-1) Zone, Area District III, and all other applicable standards of the West Covina Municipal Code.
- c. The accessory dwelling unit is not a part of this approval and requires approval of a separate application (Second Unit Review).
- d. The approval is to allow for the following:
 - i. The construction of a 3,000 square foot two-story single-family residence, which will consist of a great room, a library, a kitchen, four (4) bedrooms, three (3) bathrooms, one (1) powder room, a laundry room and a loft.
 - ii. The construction of a 400 square foot attached two-car garage.
 - iii. The construction of a 266 square foot open patio at the side of the residence and an 88 square foot open patio at the rear of the residence.
- e. That prior to building permit issuance, the application shall submit a property survey prepared and stamped by a licensed surveyor that depicts the location of the property lines identified and staked on site.
- f. That prior to final building permit approval, a detailed landscape and irrigation plan in compliance with AB 1881 and executive order 13-29-15 shall be submitted for all planted areas to be affected by project. Plans shall include type, size and quantity of landscape materials and irrigation equipment. All vegetation areas shall be automatically irrigated, and a detailed watering program and water budget shall be provided. All damaged vegetation shall be replaced, and the site shall be kept free of diseased or dead plant materials and litter at all times. All plantings indicated on the landscape plan shall be installed prior to Building permit final. A licensed landscape architect shall certify that all the required plantings have been installed in accordance with the approved landscape plan.
- g. The grade onsite shall not be increased to the point that the swimming pools located on the neighboring properties are made out of compliance and would no longer meet the pool fence/wall height protection requirements.
- h. Air conditioning and heating ducting shall not be exposed on roofs per West Covina Municipal Code Sec. 26-409. Roof-mounted mechanical equipment is not permitted.
- i. Any proposed change to the approved site plan, floor plan, or elevations must be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.

- j. The approved use shall not create a public nuisance as defined in the West Covina Municipal Code Section 26-416 regarding landscape maintenance and property maintenance.
- k. This development shall conform to all applicable Municipal regulations, Fire, Building, Mechanical, Electrical, and Plumbing codes and recognized, standards of installation.
- l. Any graffiti that appears on the property during construction shall be cleaned or removed on the same business day.
- m. The applicant shall sign an affidavit accepting all conditions of this approval.
- n. All outstanding fees and any required development impact fees shall be paid prior to the issuance of a building permit.

o. BUILDING DIVISION:

- i. The second sheet of building plans is to list all conditions of approval and to include a copy of the Planning Decision letter. This information shall be incorporated into the plans prior to the first submittal for plan check.
- ii. Plans prepared in compliance with the current Building Code shall be submitted to Building Division for review prior to permit issuance.
- iii. School Developmental Fees shall be paid to the School District prior to the issuance of the building permit.
- iv. Fees shall be paid to the County of Los Angeles Sanitation District prior to issuance of the building permit.
- v. In accordance with paragraph 5538(b) of the California Business and Professions Code, plans are to be prepared and stamped by a licensed architect.
- vi. Structural calculations prepared under the direction of an architect, civil engineer or structural engineer shall be provided.
- vii. The property shall be surveyed, and the boundaries shall be marked by a land surveyor licensed by the State of California.
- viii. Foundation inspection will not be made until the excavation has been surveyed and the setbacks determined to be in accordance with the approved plans by a land surveyor licensed by the State of California. THIS NOTE IS TO BE PLACED ON THE FOUNDATION PLAN IN A PROMINENT LOCATION.
- ix. Project shall comply with the CalGreen Residential requirements.

- x. Demolition permit is required for any existing buildings which are to be demolished.
- xi. Fire-resistance rating requirements for exterior walls and maximum area of exterior wall openings and degree of open protection based on fire separation distance of 0 to 5 feet for dwellings and accessory buildings shall comply with Table R302.1(1) or Table R302.1(2) as applicable.
- xii. A grading and drainage plan shall be approved by Engineering Division prior to issuance of the building permit. The grading and drainage plan shall indicate how all storm drainage including contributory drainage from adjacent lots is carried to the public way or drainage structure approved to receive storm water.
- xiii. One (1) set of electronic plans in PDF shall be submitted for review to include the new house.

p. ENGINEERING DIVISION:

- i. The main house shall be addressed as **“345 S Grand Avenue”** and an application to assign the address shall be filed with the Engineering Division prior to plan check submittal.
- ii. The second sheet of building plans, grading plans and/or offsite improvement plans is to list all conditions of approval and to include a copy of the Planning Division Decision letter. This information shall be incorporated into the plans prior to the first submittal for plan check.
- iii. Reconstruct the driveway approach in accordance with SPPWC Standard Plan 110-2, and as directed by the City Engineer or his/her designee.
- iv. Install new five-foot concrete sidewalk behind landscaped parkway along the length of the property frontage in accordance with SPPWC Standard Plan 113-2, and as directed by the City Engineer and/or his/her designee.
- v. Remove and replace broken and off grade curb and gutter in accordance with SPPWC Standard Plan 120-2, and as directed by the City Engineer or his/her designee.
- vi. Rehabilitate existing AC street pavement along the length of the property frontage to the centerline of the street as indicated below, and as directed by the City Engineer or his/her designee.

- vii. If any, all construction graffiti shall be removed (any underground utility identifying spray paint markings on the sidewalk and pavement related to excavation due to construction).
- viii. A grading and drainage plan shall be submitted to engineering department and plans shall be approved prior to issuance of the building permit. The grading and drainage plan shall indicate how all storm drainage including contributory drainage from adjacent lots is carried to the public way or drainage structure approved to receive storm water.
- ix. Stormwater Planning Program LID Plan Checklist (Form PC) completed by Engineer of Record shall be copied on the first sheet of the Grading Plans. The form can be found at the following link: <https://www.westcovina.org/home/showdocument?id=18427>.

q. FIRE DEPARTMENT:

- i. NFPA 13D Fire Sprinkler System required in the new house.
- ii. New Fire Flow Test required.
- iii. Required Fire Flow of 1,000 GPM @ 20 psi for 2 hours.
- iv. Ensure that there is at least 1 fire hydrant within 600 feet of the property line.
- v. Hard-wired smoke and carbon monoxide detectors with battery back-up required throughout the entire house.
- vi. Fire sprinklers required throughout the entire house.

NOTE: *Additional Fire Department requirements may be set upon future review of a full set of architectural plans.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina, at a regular meeting held on the 28th day of February 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DATE: February 28, 2023

Nickolas Lewis, Chair
Planning Commission

Paulina Morales, Secretary
Planning Commission