

DRAFT

MINUTES REGULAR MEETING OF THE PLANNING COMMISSION CITY OF WEST COVINA Tuesday, February 14, 2023

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the West Covina City Council Chambers, 1444 West Garvey Avenue, West Covina, California.

MOMENT OF SILENT PRAYER/MEDITATION

The Commission observed a moment of silent prayer and meditation.

PLEDGE OF ALLEGIANCE

Heng led the Pledge of Allegiance

ROLL CALL

Present: Lewis, Gutierrez, Williams, Heng, Becerra
City Staff Present: Bettenhausen, Burns, Machado, Rivera, Berrospe

APPROVAL OF MINUTES

1. Regular meeting, December 13, 2022
Regular meeting, January 24, 2023

The minutes were approved as submitted.

ORAL COMMUNICATIONS

This is the time when any member of the public may speak to the Commission on any matter within the scope of duties assigned to the Commission relating to non-agendized or consent calendar items. Other matters included on this agenda may be addressed when that item is under consideration. For all oral communications, the chairperson may impose reasonable limitations on public comments to assure an orderly and timely meeting. The Ralph M. Brown Act limits the Planning Commission and staff's ability to respond to public comments at this meeting. Thus, your comments may be agendized for a future meeting or referred to staff. The Commission may ask questions for clarification, if desired, at this time.

By policy of the Commission, Oral Communications at this time on the agenda is limited to a total of 15 minutes.

None

6. **ART IN PUBLIC PLACES NO. 22-01 (Heard out of order)**
1115 S. SUNSET AVENUE - EMANATE HEALTH (QUEEN OF THE VALLEY)

Planning Manager Jo-Anne Burns presented the staff report.

Ken Fuller, representing Emanate Health (Queen of the Valley) spoke regarding the proposed artwork.

Comments and questions by the Commission.

Motion by Lewis, seconded by Williams, that the artist make the amendments to the proposed artwork recommended by the Commission. Motion carried 4-1, Gutierrez abstained.

PUBLIC HEARINGS

2. **CONDITIONAL USE PERMIT NO. 22-06**
CATEGORICAL EXEMPTION
APPLICANT: Haneesha Desai (Kumon Tutoring Center)
LOCATION: 150 North Grand Avenue, Suite 132
REQUEST: The applicant is requesting a Conditional Use Permit (CUP) to allow for the operation of a tutoring center. The tutoring center will remain within the Grand Creek Shopping Center, relocating to an existing 1,760 square foot tenant space.

Planning Aide Martin Berrospe presented the staff report.

Chairman Lewis opened the public hearing.

PROPONENT;

Haneesha Desai, representing the Kumon Tutoring Center, spoke in favor of the application and answered questions by the Commission.

OPPONENTS:

None

Chairman Lewis closed the public hearing.

Motion by Heng, seconded by Williams, to waive further reading and adopt Resolution No. 23-6119, approving Conditional Use Permit No. 22-06. Motion carried 4-0, Gutierrez absent.

Chairman Lewis stated that this action is final unless appealed to the City Council within ten days.

3. **CONDITIONAL USE PERMIT NO. 22-08**
CATEGORICAL EXEMPTION
APPLICANT: Man Hon So
LOCATION: 1414 S Azusa Ave, SUITE B-13
REQUEST: The project consists of a Conditional Use Permit (CUP) to allow the operation of a tutoring center. The tutoring center is located within the South Hills Plaza Shopping Center in a 1,750-square foot tenant space.

Assistant Planner Jerry Rivera presented the staff report.

Chairman Lewis opened the public hearing.

PROPONENT:

Man Hon So, applicant, spoke in favor of the request and answered questions by the Commission.

OPPONENTS:

None

Chairman Lewis closed the public hearing.

Discussion by the Commission.

Motion by Becerra, seconded by Heng, to waive further reading and adopt Resolution No. 23-6120 approving Conditional Use Permit No. 22-08. Motion carried 5-0.

Chairman Lewis stated this action is final unless appealed to the City Council within ten days.

4. **ADMINISTRATIVE USE PERMIT NO. 22-14**
SUBCOMMITTEE DESIGN REVIEW NO. 22-124
CATEGORICAL EXEMPTION
APPLICANT: K.C. Fong
LOCATION: 345 S. Grand Avenue
REQUEST: The applicant is requesting the approval of an Administrative Use Permit (AUP) to construct a new 3,000 square foot two-story single-family residence with an attached 400 square foot two-car garage on a 22,196 square foot vacant lot.

Associate Planner Miriam Machado presented the staff report.

PROPONENT:

KC Fong, applicant, spoke in favor of the project and answered questions by the Commission.

OPPONENTS:

De'Borah Zaragoza, Fil Arzola, Deloris Haddow, Norman Schultheiss, Joe Torrecillas, Chris Haddow, Arecelia Diaz, Linda and Richard Klein spoke in opposition.

REBUTTAL:

KC Fong rebutted testimony in opposition and answered further questions from the Commission.

Chairman Lewis closed the public hearing.

Discussion by the Commission and comments by the City Attorney.

Motion by Heng, seconded by Williams, to continue the public hearing to February 28, 2023.
Motion carried 5-0.

Discussion by the Commission regarding testimony by the opponents.

Chairman Lewis closed the public hearing.

NON-HEARING ITEMS

5. FINDING OF CONFORMANCE WITH THE CITY'S GENERAL PLAN FOR VACATION OF A 1,801 SQ. FT. PROPERTY LOCATED ON THE CORNER OF VINCENT AVENUE AND WEST GARVEY AVENUE NORTH

Planning Manager Jo-Anne Burns presented the staff report.

Questions and comments by the Commission.

Motion by Williams, seconded by Gutierrez, to adopt Resolution No. 23-6122, determining that the vacation of a 1,801 square foot lot located at the corner of Vincent Avenue and West Garvey Avenue North is consistent with the City of West Covina's General Plan. Motion carried 4-1 (Lewis opposed.)

TEN-DAY APPEAL PERIOD: *Actions taken by the Planning Commission that are not recommendations to the City Council will become final after ten (10) calendar days unless a written appeal with the appropriate fee is lodged with the City Clerk's Office before close of business on the tenth day.*

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

This is the time when any member of the Commission may bring a matter to the attention of the full Commission that is within the scope of duties assigned to the Commission. Any item that was considered during the Agenda is not appropriate for discussion in this section of the agenda. NO COMMISSION DISCUSSION OR ACTION CAN BE CONSIDERED AT THIS TIME. If the Commission desires to discuss an issue raised by a speaker or take an action, the Commission may vote to agendize the matter for a future meeting.

None

6. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

- a. Forthcoming
 - Study Session - February 28, 2023, Development Code Update
 - Planning Commissioner's Academy
 - Centennial Festival and Dinner

7. CITY COUNCIL ACTION:

This is an oral presentation of City Council matters and actions, which are in the Commission's area of interest.

Review of Planning Commission recommendation for Drive Through Restaurants and Shopping Cart Containment to be considered at February 21, 2023 meeting.

ADJOURNMENT

Chairman Lewis adjourned the meeting at 9:32 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant