

DRAFT

MINUTES REGULAR MEETING OF THE PLANNING COMMISSION CITY OF WEST COVINA Tuesday, March 28, 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.

Vice-Chairman Gutierrez called the meeting to order at 7:00 p.m.

MOMENT OF SILENT PRAYER/MEDITATION

The Commission observed a moment of silent prayer and meditation.

PLEDGE OF ALLEGIANCE

Commissioner Williams led the Pledge of Allegiance.

ROLL CALL

Present: Heng, Becerra, Gutierrez, Williams

Absent: Lewis

City Staff Present: Bettenhausen, Morales, Burns, Machado

APPROVAL OF MINUTES - None

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

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the Planning Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

1. **Extension of Time for Administrative Use Permit (AUP) Nos. 19-31 and 20-31, and Subcommittee for Design Review Nos. 19-49 and 20-12 at 2445 Rio Verde Drive**

Motion by Williams, seconded by Becerra, to approve the extension of time for Administrative Use Permit Nos. 19-31 and 20-31, and Subcommittee for Design Review Nos. 19-49 and 20-12 at 2445 Rio Verde Drive.

Motion carried 4-0, (Lewis absent, excused).

PUBLIC HEARINGS

2. **CONDITIONAL USE PERMIT NO. 22-11
CATEGOTICAL EXEMPTION
APPLICANT: Brooke Richards (Options For Youth)
LOCATION: 131 N. Azusa Avenue**

REQUEST: The applicant is requesting the approval of a Conditional Use Permit (CUP) to allow for the operation of a charter school within a 6,878 square foot commercial tenant space. The charter school would serve as an independent study learning center.

Associate Planner Miriam Machado presented the staff report.

PROPONENTS:

Brooke Richards, Richard Moreno (applicants), Aura Alicia Aquino, and Ivan Figueroa spoke in favor of the project.

OPPONENTS:

None

Vice-Chairman Gutierrez closed the public hearing.

Discussion by the Commission.

Motion by Gutierrez, seconded by Heng, to waive further reading and adopt Resolution No. 23-6122, approving Conditional Use Permit No. 22-11. Motion carried 4-0 (Lewis absent, excused).

Vice-Chairman Gutierrez said this action may be appealed to the City Council within ten days.

NON-HEARING ITEMS - None

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 agendaize the matter for a future meeting.

Williams - League of California Cities Planning Commissioner's Academy, March 29, 2023

3. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

Chick-Fil-A, Garvey Avenue N. near Barranca Street, opening on April 6, 2023

Mangosteen Vietnamese Kitchen, Glendora Avenue, opening on April 7, 2023

4. CITY COUNCIL ACTION:

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

ADJOURNMENT

Vice-Chairman Gutierrez adjourned the meeting at 7:42 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant