

DRAFT

MINUTES REGULAR MEETING OF THE PLANNING COMMISSION CITY OF WEST COVINA Tuesday, June 27, 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/meditation.

PLEDGE OF ALLEGIANCE

Vice Chairman Gutierrez led the Pledge of Allegiance.

ROLL CALL

Present: Lewis, Gutierrez, Williams, Becerra, Heng

City Staff Present: Bettenhausen, Morales, Burns, Machado,

APPROVAL OF MINUTES

1. Regular meeting, April 27, 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

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.

2. **TENTATIVE PARCEL MAP NO. 19-02 (082638)**
ADMINISTRATIVE USE PERMIT NO. 19-35
SUBCOMMITTEE FOR DESIGN REVIEW NO. 19-62
TREE PERMIT NO. 20-03
CATEGORICAL EXEMPTION
APPLICANT: Jackson & Sophia Wen Trust
LOCATION: 1177 S. Spring Meadow Drive

Motion by Gutierrez, seconded by Heng, to approve the request for the extension of time for Tentative Parcel Map No. 19-02 (082638), Administrative Use Permit No. 19-05, Subcommittee for Design Review No. 19-62, and Tree Removal Permit No. 20-03. Motion carried 5-0.

PUBLIC HEARINGS - None

NON-HEARING ITEMS - None

3. **REORGANIZATION OF THE PLANNING COMMISSION**

Motion by Gutierrez, seconded by Lewis, to nominate Williams as Vice-Chairperson of the Planning Commission. Motion carried 5-0.

Motion by Williams, seconded by Becerra, to nominate Gutierrez as Chairman of the Planning Commission. Motion carried 5-0.

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.

APPOINTMENT OF NEW DESIGN REVIEW SUBCOMMITTEE MEMBERS

Chairman Gutierrez appointed Commissioners Heng and Becerra as members of the Subcommittee for Design Review and appointed Commissioner Lewis as the alternate.

4. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Summer Concert Series at City Hall, Wednesdays 6 p.m. to 9 p.m.

Fireworks Show at Sportsplex, July 4, 2023 - Shuttles available for residents at City Hall, Cortez Park, Shadow Oak Park, and the parking lot at Amar and Azusa Avenue to help reduce traffic.

Model Homes at Meritage are open.

Tito's Brews held a ribbon cutting and are now open on Azusa Avenue in the former Shakey's building.

5. CITY COUNCIL ACTION:

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

None

ADJOURNMENT

Chairman Gutierrez adjourned the meeting at 7:15 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant