

DRAFT

MINUTES REGULAR MEETING OF THE PLANNING COMMISSION CITY OF WEST COVINA Tuesday, July 11, 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

PLEDGE OF ALLEGIANCE

Commissioner Williams led the Pledge of Allegiance.

ROLL CALL

Present: Becerra, Gutierrez, Williams
Absent: Heng, Lewis
City Staff Present: Bettanhausen, Morales, Burns, Machado,

APPROVAL OF MINUTES

1. Regular meeting, June 27, 2023 - Chairman Gutierrez stated he had requested an amendment to the minutes. The minutes were approved as amended.

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

PUBLIC HEARINGS - None

NON-HEARING ITEMS

2. Study Session - Design Review Subcommittee Guidelines

Planning Manager Jo-Anne Burns presented the staff report.

Discussion by the Commission regarding the Guidelines and possible amendments to the Guidelines.

Mario Cobalvarro spoke regarding changes to the guidelines.

Chairman Gutierrez called a recess 8:35 p.m.

Chairman Gutierrez reconvened the meeting at 8:41 p.m.

Continuation of Commission discussion.

Motion by Chairman Gutierrez, seconded by Commissioner Becerra, to direct staff to draft changes to the Guidelines as recommended by the Commission, and present the changes to the Planning Commission for adoption. Motion carried, 3 - 0 (Lewis, Heng absent).

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.

Chairman Gutierrez thanked West Covina City Council and staff for the 4th of July Celebration and fireworks.

3. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

- Fourth of July Celebration
- Cool Kids of Summer Event
- Summer Concert Series
- Regular City Council Meeting, July 18, 2023
- August 1, 2023 regular City Council meeting canceled for National Night Out
- July 25, 2023 Planning Commission meeting - cancelled due to lack of business. The next meeting will be held August 8, 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.

Chairman Gurierrez adjourned the meeting at 8:47 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant