

DRAFT

MINUTES REGULAR MEETING OF THE PLANNING COMMISSION CITY OF WEST COVINA Tuesday, October 24, 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 in honor of West Covina Police Officer Matthew Ortiz, who passed away unexpectedly while off-duty on October 19, 2023. Chairman Gutierrez also read a short obituary about Officer Ortiz and offered prayers to all members of West Covina Police Department for their safety as they perform their duties for the citizens of West Covina.

PLEDGE OF ALLEGIANCE

Assistant City Manager Paulina Morales led the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF MINUTES

1. Regular meeting, October 10, 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.

PUBLIC HEARINGS

2. GENERAL PLAN AMENDMENT NO. 23-02

ZONE CHANGE NO. 23-02

CODE AMENDMENT (DEVELOPMENT CODE UPDATE) NO. 23-01

INITIAL STUDY - NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACT

LOCATION: Citywide

REQUEST: The proposed comprehensive Development Code Update of the City's Municipal Code, including the combination of the Subdivision Code (Title 20) and the Zoning Code (Title 26) into one Development Code (Title 26). These chapters of the Municipal Code regulate how construction projects are processed and the requirements with which they must comply. These projects can range from small additions to single-family homes to new shopping centers. The goal of this effort is to create a new, streamlined Development Code that establishes clear and concise regulations for property owners, architects, and developers. Some sections of the existing Code have not been updated since the last comprehensive update in 1980. The new Code will eliminate outdated rules and regulations; provide regulations for new uses; and update the Code for consistency with the City's Housing Element and recent State legislation. It is intended that this Code will simplify the zoning process in the City. In addition, the Development Code Update includes language that prohibits drive-throughs within the Downtown Plan & Code area. This item was continued from the October 10, 2023 Planning Commission meeting.

Assistant City Manager Paulina Morales requested that the Development Code Update be continued to a special Planning Commission meeting, November 1, 2023 to allow staff sufficient time to prepare a presentation. There was a short discussion by the Commission regarding scheduling the special meeting.

Chairman Gutierrez opened the public hearing.

Motion by Gutierrez, seconded by Heng, to continue the public hearing to Wednesday, November 1, 2023 at 7:00 p.m. Motion carried 5-0.

3. CONDITIONAL USE PERMIT NO. 23-06

CATEGORICAL EXEMPTION

APPLICANT: Luzmaria Chavez (Alta Med)

LOCATION: 933 S. Glendora Avenue

REQUEST: The applicant is requesting the approval of a Conditional Use Permit (CUP) to allow for an all-inclusive care facility for the elderly with outpatient medical care services located within an existing 18,017 square foot building.

Associate Planner Miriam Machado presented the staff report and recommended approval of the request.

Chairman Gutierrez opened the public hearing.

PROPONENTS:

Luzmaria Chavez, representing Alta Med, spoke to the Commission in favor of the application and spoke regarding how they provide assistance to their clients and their families. She also spoke about the type of care their clients receive.

OPPONENTS:

None

Chairman Gutierrez closed the public hearing.

Motion by Gutierrez, seconded by Becerra, to waive further reading and adopt Resolution No. 23-6138, approving Conditional Use Permit No. 23-06. There was a discussion regarding the correct case number. Motion carried 5-0.

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.

4. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Saturday, October 28, 2023 - Festival of Frights 4 pm to 11 pm, costume contest for all ages starts at 5 pm.

Cameron Community Center open house, November 4, 2023 starting at 6 pm.

Veteran's Day Festivities and Barbeque on Saturday, November 11, 2023 at West Covina City Hall.

5. CITY COUNCIL ACTION

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

City Council approved an extension of time for the delivery station on Badillo Street, and the final tract map on Merced Avenue

Appeals to the City Council regarding Planning Commission decisions for Rebel Yell Bar and Restaurant and the Toyota Dealership. They will be placed on the next available City Council agenda.

ADJOURNMENT

Chairman Gutierrez adjourned the meeting in memory of West Covina Police Officer Ortiz at 7:27 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant