

DRAFT

**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF WEST COVINA
Tuesday, January 28, 2025**

The regular meeting of the Planning Commission was called to order at 7:01 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

Chair Heng led the Pledge of Allegiance.

ROLL CALL

Present: Heng, Becerra, Castellanos, Lewis
City Staff Present: Koo, Burns, Machado, Ramirez

APPROVAL OF MINUTES

1. Regular meeting, December 10, 2024
Regular meeting, January 14, 2025

Motion by Castellanos, seconded by Lewis, to approve the minutes as presented.

Motion carried 4-0.

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.

Armando Herman spoke regarding comments by President Trump.

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. FINDING OF CONFORMANCE WITH THE CITY'S GENERAL PLAN FOR A TRAFFIC SIGNAL EASEMENT TO BE DEDICATED TO THE CITY AT 1211 BADILLO STREET.

Chair Heng requested information regarding the traffic signal easement. Deputy Community Development Director Burns explained to the Commission why the easement is necessary.

Motion by Castellanos, seconded by Lewis, to waive further reading and adopt Resolution No. 25-2160 determining that the proposed dedication of a 1,464 square foot traffic signal easement at 1211 Badillo Street in the City of West Covina is in conformance with the goals and policies of the General Plan. Motion carried 4-0.

PUBLIC HEARINGS

3. CONDITIONAL USE PERMIT NO. 24-08 CATEGORICAL EXEMPTION

APPLICANT: Kate Hirsh (Habitat Health)

LOCATION: 702 N. Azusa Avenue

REQUEST: The applicant is requesting the approval of a Conditional Use Permit (CUP) to allow the operation of an adult day care facility within a building located in the "Neighborhood Commercial Mixed-Use" (NMU) Zone.

Associate Planner Miriam Machado presented the staff report.

Chair Heng opened the public hearing.

PROPONENT:

Kate Hirsh, Susan Waschevski, Mare Weiss, representing Habitat Health, and Armando Herman spoke in favor of the project.

OPPONENTS:

No one spoke in opposition.

Chair Heng closed the public hearing.

Motion by Lewis, seconded by Castellanos, to waive further reading and adopt Resolution No. 25-6159, approving Conditional Use Permit No. 24-08. Motion carried 4-0.

Chair Heng said that this action is final unless appealed in writing to the City Clerk's office within ten days.

4. **CONDITIONAL USE PERMIT NO. 24-06**

CATEGORICAL EXEMPTION

APPLICANT: JNK Petroleum

LOCATION: 201 N. Grand Avenue

REQUEST: The applicant is requesting a Conditional Use Permit (CUP) to allow the off-site sale of beer and wine (Type 20) within an existing 784 square foot convenience store at a service station, known as Arco, located in the "Service Commercial Mixed-Use" (SMU) Zone.

Planning Intern Melina Ramirez presented the staff report. There was a short discussion by the Commission and staff regarding flock cameras in this area for this type of use.

Chair Heng opened the public hearing.

PROPONENTS:

Erica Diaz and Nathan T spoke to the Commission regarding the conditions of approval, maintenance of the property, and the sales of beer and wine as an amenity to their customers.

OPPONENTS:

No one spoke in opposition.

Chair Heng closed the public hearing.

There was a short discussion by the Commission regarding requiring conditional use permits for alcohol sales at service stations.

Motion by Lewis, seconded by Castellanos, to waive further reading and adopt Resolution No. 25-6158, approving Conditional Use Permit No. 24-06. Motion carried 4-0,

Chair Heng said this decision is final unless appealed in writing to the City Clerk's Office 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 agendize the matter for a future meeting.

Becerra spoke regarding her experience with dispatchers not wanting to send emergency personnel.

Chair Heng asked if there was a way to deal with disgruntled citizens during Oral Communications. Deputy City Attorney Koo spoke regarding a revisions in the Brown Act that allows disruptive speakers to be removed when they are impeding the meeting.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

Deputy Community Development Director Jo-Anne Burns said Planning Commissioner's Academy will be held from March 5 to March 7, 2025 in Santa Rosa if any commissioner would like to be registered. Commissioners Heng and Becerra will be attending.

Ms. Burns also spoke about the Negative Declaration for the West Covina Medical Center which will be heard on February 11, 2025, and said it is available for their review and if any of the Commissioners would like a printed copy please notify her.

6. CITY COUNCIL ACTION:

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

ADJOURNMENT

Chair Heng adjourned the meeting at 8:04 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant