

**CITY OF WEST COVINA****PLANNING COMMISSION**

**AUGUST 24, 2021, 7:00 PM  
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS  
1444 W. GARVEY AVENUE SOUTH  
WEST COVINA, CALIFORNIA 91790**

**Livier Becerra, Chair  
Nickolas Lewis, Vice Chair  
Brian Gutierrez, Commissioner  
Shelby Williams, Commissioner  
Sheena Heng, Commissioner**

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20, suspending certain requirements of the Brown Act relating to the conduct of public meetings. Pursuant to the Executive Orders, Planning Commissioners may attend Planning Commission meetings telephonically and the Planning Commission is not required to make available a physical location from which members of the public may observe the meeting and offer public comment.

On June 18, 2020, the California Department of Public Health issued guidance mandating that people in California wear cloth face coverings in specified circumstances, including when they are inside, or in line to enter, any indoor public space.

Due to the ongoing COVID-19 emergency and pursuant to State and County public health directives, the City Council Chambers will have limited seating available on a first-come, first-served basis for members of the public to attend and participate in the Planning Commission meeting in person. All persons attending the meeting are required to wear cloth face coverings and observe social distancing protocols. Members of the public may also watch the Planning Commission meeting live on the City's website at: <https://www.westcovina.org/departments/city-clerk/agendas-and-meetings/current-meetings-and-agendas> under the Watch Live tab or through the West Covina City YouTube channel at [www.westcovina.org/LIVE](https://www.westcovina.org/LIVE).

If you are experiencing symptoms such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, or sore throat, the City requests that you participate in the meeting from home by watching the meeting live via the links set forth above.

***EMAILED PUBLIC COMMENT:***

Members of the public can submit public comments to the Planning Commission via e-mail at [Planning\\_Dept@westcovina.org](mailto:Planning_Dept@westcovina.org). The subject line should specify "Oral Communications – 8/24/2021" or

"Public Hearing Item # - 8/24/2021. Please include your full name and address in your e-mail. All emails received by 5:00 P.M. on the day of the Planning Commission meeting will be posted to the City's website under "Current Meetings and Agendas" and provided to the Planning Commission prior to the meeting. No comments will be read out loud during the meeting. All comments received by the start of the meeting will be made part of the official public record of the meeting.

***Please turn off all cell phones and other electronic devices prior to entering the Council Chambers***

### **AMERICANS WITH DISABILITIES ACT**

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Planning Commission meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Planning Commission meetings, please request no less than four working days prior to the meeting.

### **PUBLIC COMMENTS/ADDRESSING THE COMMISSION**

Any person wishing to address the Planning Commission on any matter listed on the agenda or on any other matter within their jurisdiction is asked to complete a speaker card that is provided on the speaker podium and submit the card to a Planning Department staff member.

***Please identify on the speaker card whether you are speaking on an agenda item or non-agenda item.***

Requests to speak on non-agenda items will be heard during "Oral Communications" before the Public Hearing section of the agenda. Oral Communications are limited to thirty (30) minutes. Generally, comments are limited to five minutes per speaker unless further time is granted by the Chairperson. ***The Chairperson may also, at his or her discretion, further limit the time of each speaker in order to accommodate a large number of speakers and/or to ensure that the business of the Planning Commission is effectively conducted.***

Any testimony or comments regarding a matter set for Public Hearing will be heard during the public hearing for that item.

### **MOMENT OF SILENT PRAYER/MEDITATION**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **APPROVAL OF MINUTES**

1. Regular meeting, July 13, 2021

### **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. **TENTATIVE TRACT MAP NO. 18-01 (TTM 74976)**  
**SUBCOMMITTEE FOR DESIGN REVIEW NO. 21-46 & 21-47**  
**TREE REMOVAL PERMIT NO. 21-09 & 21-10**  
**MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACT**  
**APPLICANT: TDK Marsh Investment LLC**  
**LOCATION: 642 & 704 East Francisquito Avenue**  
**REQUEST: The proposed project would subdivide two single-family residential parcels (APNs 8741-001-001 and 8741-001-002) into a total of six lots. The project site is approximately 81,495 square feet and currently contains two one-story single-family residences and their associated structures on two separate lots. The new lots would be rectangular in shape. Lot 1 would be approximately 10,560 square feet, Lots 2 through 3 would be approximately 9,460 square feet each, Lot 4 would be approximately 9,680 square feet, Lot 5 would be approximately 21,266 square feet, and Lot 6 would be approximately 21,069 square feet. With the implementation of the proposed project, the existing single-family residential structures on the project site would be located on proposed Lots 5 and 6. Approximately 1,222 square feet of the existing structure on 642 East Francisquito Avenue and approximately 275 square feet of the existing structure on 704 East Francisquito Avenue would be demolished to meet the 25-foot front and rear yard and 5-foot side yard setback requirements as identified in Article VIII, Division 2 of the City's Zoning Code. Both properties are also proposing to remove two trees each for the new proposed driveway contingent upon the approval of the subdivision. *(No new residential homes are being proposed as part of this project.)***
  
3. **ZONE CHANGE NO. 21-01**  
**CODE AMENDMENT NO. 21-01**  
**GENERAL EXEMPTION**  
**REQUEST: The proposed code amendment consists of potential amendments to Chapter 26 (Zoning), Article XIII (Overlay Zone), Section 26-597, and Section 26-280 of the West Covina Municipal Code pertaining to the creation of an Auto Plaza Overlay Zone (Service-Commercial (S-C) zoned properties located south of the Interstate 10 Freeway, east of Azusa Avenue, north of Norma Avenue, west of Baymar Street) and applicable development standards.**
  
4. **CODE AMENDMENT NO. 20-04**  
**GENERAL EXEMPTION**  
**LOCATION: City-wide**  
**REQUEST: The proposed code amendments consist of certain amendments to the Zoning section of the West Covina Municipal Code to modify development standards within the Residential-Agriculture (RA) and Single-Family Residential (R-1) zones. This Code Amendment was reviewed by the City Council on August 4, 2020 and was sent back to the Planning Commission for revision.**

**NON-HEARING ITEMS**

**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.

5. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:**

- a. Forthcoming - September 14, 2021

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**