



CITY OF WEST COVINA

PLANNING COMMISSION

**MARCH 10, 2020, 7:00 PM
REGULAR MEETING**

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

**Herb Redholtz, Chair
Sheena Heng, Vice Chair
Don Holtz, Commissioner
Gregory Jaquez, Commissioner
Glenn Kennedy, Commissioner**

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.

Next Resolution No. 20-6029

MOMENT OF SILENT PRAYER/MEDITATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES - Regular meeting, February 25, 2020

1. Regular meeting, February 25, 2020

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. Persons who are not afforded the opportunity to speak at this time may do so under "Continuation of Oral Communications" later on the agenda.

PUBLIC HEARINGS

2. **CONDITIONAL USE PERMIT NO. 20-02**
SUBCOMMITTEE FOR DESIGN REVIEW NO. 20-04
CATEGORICAL EXEMPTION
APPLICANT: Javier Hernandez
LOCATION: 2915 Hillside Drive
REQUEST: The applicant is requesting a Conditional Use Permit (CUP) to allow for the construction a 300-square foot second-story addition and a 300-square foot single-story addition to the existing 5,276-square foot single-story single-family residence (including attached garage). The proposed house will have a total floor area of 5,876-square feet. The project requires a CUP because the house with the proposed addition would exceed the 4,000 square foot maximum unit size by more than 25-percent. Subcommittee for Design Review is required for all second-floor additions and additions that are visible from the street.
3. **CODE AMENDMENT NO. 20-03**
CATEGORICAL 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 motion picture filming/film permit standards.

NON-HEARING ITEMS

4. Study Session - Design Review Subcommittee Guidelines

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.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

- a. Forthcoming - March 24, 2020

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

City of West Covina
A G E N D A

ITEM NO. 1.

DATE: March 10, 2020

TO: Planning Commission
FROM: Planning Division
SUBJECT: Regular meeting, February 25, 2020

Attachments

PC Minutes 2.25.20

**These minutes are preliminary and are considered unofficial
until adopted at the next Planning Commission meeting.**

A G E N D A

DATE: March 10, 2020

ITEM NO.: 1

**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF WEST COVINA
Tuesday, February 25, 2020**

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the West Covina Council Chambers. The Commission observed a moment of silent prayer/meditation and Chairman Redholtz lead the Pledge of Allegiance.

ROLL CALL

Present: Holtz, Kennedy and Redholtz. Heng arrived at 7:08 p.m.

Absent: Jaquez (Excused)

City Staff Present: Anderson, Burns, Aguilar, Martinez and de Zara

APPROVAL OF MINUTES - Regular meeting, February 11, 2020

The minutes were approved as presented.

OTHER MATTERS OR ORAL COMMUNICATIONS

City Manager Dave Carmany spoke to the Commission regarding the State of City Address on April 30, 2020 at Hurst Ranch.

PUBLIC HEARINGS

1. TENTATIVE PARCEL MAP NO. 82784
ADMINISTRATIVE USE PERMIT NO. 19-31
ADMINISTRATIVE USE PERMIT NO. 20-03
CATEGORICAL EXEMPTION
APPLICANT: Oliver Roan
LOCATION: 2445 Rio Verde Drive
REQUEST: The project consists of a Tentative Parcel Map for the subdivision of a property into two lots, with a proposal of a single-family residence on each lot. Parcel A is proposing a 4,142 square foot, two-story single-family residence and Parcel B is proposing a 4,002 square foot, two-story, single-family residence. Each single-family residence requires an Administrative Use Permit because both homes are two-story and exceed the maximum unit size.

Assistant Planner Rene Aguilar presented the staff report. During his presentation he spoke about the proposed development and said the lot is currently vacant. He also spoke about the community meeting which was held on January 15, 2020 and showed the Commission a site plan of the two proposed residences and proposed lot sizes. In addition, he showed elevations and spoke about the features of the homes. At the end of his presentation, there was a short discussion by the Commission regarding the continuation of Rio Verde Drive. Staff recommended approval of the proposed project.

Chairman Redholtz opened the public hearing.

PROPONENTS:

Oliver Roan, applicant, addressed the Commission on behalf of the property owners. He also answered questions by the Commission and explained various design features of the homes to the Commission. There was a short discussion by the Commission regarding former ownership of the subject property. There was also a discussion with the Commission regarding the run-off from the property and how it will be mitigated during the construction of the two homes.

OPPONENTS:

No one spoke in opposition.

Chairman Redholtz closed the public hearing.

Commissioner Holtz said he is familiar with the property and is in favor of the project. Chairman Redholtz expressed his appreciation to the applicant and property owner for notifying the neighbors of the proposed development and expressed his support of the two new homes.

Motion by Kennedy, seconded by Holtz, to waive further reading and adopt Resolution No. 20-6024 approving Tentative Parcel Map No. 82784. Motion carried 4-0 (Jaquez absent, excused.)

Motion by Kennedy, seconded by Holtz, to waive further reading and adopt Resolution No. 20-6025 approving Administrative Use Permit No. 19-31. Motion carried 4-0 (Jaquez absent, excused.)

Motion by Kennedy, seconded by Holtz, to waive further reading and adopt Resolution No. 20-6026 approving Administrative Use Permit No. 20-03. Motion carried 4-0 (Jaquez absent, excused.)

2. CONDITIONAL USE PERMIT NO. 20-01
 CATEGORICAL EXEMPTION
 APPLICANT: Plaza West Covina, LP (Allison Mack)
 LOCATION: 112 Plaza Drive, Suite 2066
 REQUEST: The applicant is requesting a conditional use permit to allow a 2,403 square foot multi-purpose convention venue/banquet facility in the Urban Center Zone (Downtown Plan).

The staff report was presented by Assistant Planner Camillia Martinez. During her presentation she told the Commission that this use had been previously approved by them but, due to a new tenant renting the space, this use had to move to another area of the mall. She added that the parking requirement had been reduced because the new space has less square footage.

Staff recommended approval of the request.

Chairman Redholtz opened the public hearing.

PROPONENT:

Allison Mack, representing West Covina Plaza, spoke in favor of the project and answered questions by the Commission regarding this use and another similar use in the mall.

OPPONENTS:

No one spoke in opposition.

Chairman Redholtz closed the public hearing.

Motion by Holtz, seconded by Kennedy, to waive further reading and adopt Resolution No. 20-6027. Motion carried 4-0 (Jaquez absent, excused.)

NON-HEARING ITEMS

3. STUDY SESSION – CODE AMENDMENT NO. 19-06
STATE MANDATED ACCESSORY DWELLING UNITS

Planning Manager Jo-Anne Burns presented the staff report. During her presentation she explained that the State of California had recently adopted legislation mandating the construction of accessory dwelling units (ADUs) in R-1, Single-Family Residential zones. She also explained to the Commission that property owners are allowed to build Junior Accessory Dwelling units (JADUs) in addition to a larger ADU and the existing single-family residence. Cities are prohibited from imposing zoning requirements on these types of units. West Covina and other cities adopted urgency ordinances to allow themselves time to create ordinances that will be in compliance with State requirements.

Also during her presentation, Ms. Burns explained development standards for ADUs and JADUs and asked the Commission for direction in writing the new ordinance. There was a discussion by the Commission regarding allowing efficiency kitchens with 110 voltage in JADUs, exterior staircases versus interior staircases, simplifying the codes for ADUs and JADUs and requiring that driveways be 20 feet wide. There were short discussions by the Commission regarding each development standard. The Commission agreed to vote on motions for each of the items.

The Commission concurred on the following items:

- Limit kitchens in Junior Accessory Dwelling Units to efficiency kitchens with 110 electrical voltage and prohibit bathrooms in JADUs.
- To prohibit exterior staircases.
- Consolidation and simplification of the codes for Accessory Dwelling Units and Junior Accessory Dwelling Units.
- Revision of Section 26-402 (a) (Off-street parking) to remove the date 1/1/93.
- Detached bonus rooms or pool houses that are not ADUs are limited to 200 square feet and not allowed to have a kitchen or interior bathroom. They will also require a covenant.
- Adopting a required driveway width of a maximum of 20 feet.
- Establishing a first story maximum height requirement of 16 feet and a 12-foot maximum exterior wall height.

Staff was directed to include the items in the code amendment and to initiate Code Amendment No. 20-04 to consider changes to the R-1 Standards.

Motion by Redholtz, seconded by Kennedy, to adopt Resolution No. 20-6028, initiating Code Amendment No. 20-04 for the revision of the Residential-Agricultural/Single-Family Residential Zone. Motion carried 4-0 (Jaquez absent, excused.)

4. STUDY SESSION – CODE AMENDMENT 20-02
COMMERCIAL STANDARDS CLEAN-UP

Community Development Director Jeff Anderson presented the staff report and told the Commission that staff was recommending that landscape requirements in the M-1, Light Manufacturing zone be changed to require less landscaping and have the landscaping located in the front of the property where it will be visible. He also recommended that tattooing uses be allowed 300 feet from residential uses, instead of residential zones.

The Planning Commission directed staff to include these standards in Code Amendment No. 20-02

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

Chairman Redholtz spoke about plans underway for a Fourth of July parade, car show and pancake breakfast.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

- a. Forthcoming – March 10, 2020
- b. Subcommittee for Design Review Minutes – September 24, 2019, October 8, 2019, November 26, 2019, January 14, 2020, January 28, 2020

6. CITY COUNCIL ACTION:

None

ADJOURNMENT

Chairman Redholtz adjourned the meeting at 8:38 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant

ADOPTED AS SUBMITTED ON:

ADOPTED AS AMENDED ON:

PLANNING DEPARTMENT STAFF REPORT

SUBJECT

CONDITIONAL USE PERMIT NO. 20-02

SUBCOMMITTEE FOR DESIGN REVIEW NO. 20-04

CATEGORICAL EXEMPTION

APPLICANT: Javier Hernandez

LOCATION: 2915 Hillside Drive

REQUEST: The applicant is requesting a Conditional Use Permit (CUP) to allow for the construction a 300-square foot second-story addition and a 300-square foot single-story addition to the existing 5,276-square foot single-story single-family residence (including attached garage). The proposed house will have a total floor area of 5,876-square feet. The project requires a CUP because the house with the proposed addition would exceed the 4,000 square foot maximum unit size by more than 25-percent. Subcommittee for Design Review is required for all second-floor additions and additions that are visible from the street.

BACKGROUND

The project site is located on the northwest corner of the Hillside Drive and Outlook Lane, a t-intersection. The lot is currently developed with a 5,276 square foot two-story single-family residence constructed in 2001.

ITEM	DESCRIPTION
ZONING AND GENERAL PLAN	Zoning: "Single-Family Residential" (R-1) General Plan: Neighborhood Low
SURROUNDING LAND USES AND ZONING	North: Vacant Lot; "Single-Family Residential" (R-1) South: "Single-Family Residential" (R-1) East: "Single-Family Residential" (R-1) West: "Single-Family Residential" (R-1)
CURRENT DEVELOPMENT	Two-story Single-Family Residence
LEGAL NOTICE	Notices of Public Hearing have been mailed to 28 owners and occupants of properties within 300 feet of the subject site.

DISCUSSION

The project site is in the "Single-Family Residential" (R-1) zone, Area District V. The neighborhood is comprised of two-story homes constructed in 2001. The project site is a 23,160 square-foot corner lot with approximately 75 feet of street frontage on Hillside Drive and approximately 260 feet of street frontage along Outlook Lane. The project involves the construction of a 300-square foot first-floor addition to allow for a den and a 300-square foot second-floor addition to allow for an extra room (labeled on the floor plan as a theater). The proposed addition would fill-in a 15 feet (wide) by 18 feet (deep) notch located on the east side of the house.

The project requires a Conditional Use Permit (CUP) for a large home because the existing house already exceeds the maximum unit size based on the size of its lot by greater than 25-percent. The maximum unit size for lots between 20,000 and 24,999 square feet in size is 4,000 square feet. The large home threshold for the subject lot is 5,000 square feet ($4,000 \text{ square feet maximum unit size} \times 0.25 = 5,000$). The existing house is 5,276 square feet, while the house with the proposed addition would be 5,876 square feet.

The proposed addition complies with all zoning standards. The addition is setback 26'-0" from the east property line, far greater than the 10-foot required minimum side setback. The house with the proposed addition would not exceed the 24'-7" height established by the existing house and would not exceed the 25'-0" maximum height allowed. The proposed addition will be consistent with the Mediterranean architectural style of the existing house.

Staff conducted a survey of 12 homes surrounding the subject property. The survey included properties located on Outlook Lane, Hillside Drive, and Bentley Court. The surrounding properties included in the survey are all developed with two-story homes with either a two-car garage or a four-car garage (9 properties has four-car garages and 3 properties has two-car garages).

The following chart shows the mean and median lot size, house size, and floor area ratio of the surveyed homes. The mean is the average of all 20 homes, and the median is the number that falls directly in the middle of the numerical list.

	Lot Size	House Size	Floor Area Ratio
Neighborhood Mean	19,253 sq. ft.	4,568 sq. ft	0.24
Neighborhood Median	20,595 sq. ft.	5,060 sq. ft.	0.25
Project Site	23,160 sq. ft.	5,876 sq. ft.	0.25

The homes in the surveyed area ranges from 4,129 square feet to 5,403 square feet, while the lot sizes in the area ranges from 27,740 square feet to 17,100 square feet. The largest home in the survey area is 5,403 square feet. Although the proposed house would be approximately 28.5% larger than all the surveyed homes in the neighborhood, the project site is approximately 20.3% larger than the average lot size and has a comparable floor area ratio to the 24% neighborhood average and 25% neighborhood median. Therefore, the size of the proposed house is consistent and compatible with the size of homes in the neighborhood.

Subcommittee for Design Review

The proposed two-story single-family residence requires a CUP for a Large Home and is subject to discretionary review by the Planning Commission. The Design Review Subcommittee reviewed the application on February 25, 2020 and forwarded it to the Planning Commission for review in conjunction with the CUP.

The following is a discussion of Subcommittee Guidelines for second-story additions:

1. Design the two-story house or addition so that all setbacks, including second story, have been met.

The proposed addition is setback 26'-0" from the east property line, complying with the 10'-0" minimum side yard setback requirement.

2. In an area that is predominately one story, consider reducing the size of the second story in relation to the ground floor. A smaller second floor will not appear as massive or boxy.

The subject property is located in a neighborhood with primarily two-story homes. The proposed addition does not have any massing or building bulk impacts.

3. New two-story additions can result in privacy impacts to neighboring properties. Consider designing the second story to reduce or eliminate the need for windows on the side elevations. High windows that allow light in but restrict views onto neighboring properties may also reduce privacy impacts.

The second-floor windows of the addition would be overlooking the street and would not have any privacy impacts.

4. In area that is predominately one story, the elements of the house usually emphasize the horizontal. Many modern two-story designs emphasize the vertical through two-story porches with tall columns, tall windows, and two-story front elevations with no horizontal breaks. These elements are generally out-of-character with a one-story neighborhood.

The subject property is located in a neighborhood with primarily two-story homes. The proposed addition fill-in a notch in the middle of the building and would not impact massing or building bulk.

5. When adding a second-story elevation in a one-story area, consider providing a significant second-story setback on the front elevation. By setting back the second story from the first story, the front of the house will fit better in the context of a one-story neighborhood.

The subject property is located in a neighborhood with primarily two-story homes. The existing house is two-stories. The proposed addition will fill-in a notch in the middle of the building and would not impact massing or building bulk.

6. In an area that is predominately one story, the addition of a second-story balcony, especially in a flatland neighborhood, can have an effect on privacy. In these areas, balconies in rear yards are discouraged.

The applicant is not requesting the approval of any balconies.

7. When designing a second-story addition, consider that all sides of the second story are visible. Window treatment on a second-story windows is encouraged.

The proposed window treatment matches the existing windows.

The following is a discussion of the applicable Subcommittee Guidelines for single-story additions:

1. Design the house to fit into the architectural context of the surrounding neighborhood.

The architectural style of the existing house is Mediterranean. The addition matches the architecture of the existing house.

2. Window treatment on windows are encouraged including stucco popouts, wood trim, potshelves, shutters, recessed windows, etc. or provide a variety of windows types (bay windows, octagonal windows, other shapes, etc.) Consider painting window treatment in contrasting color to the house.

The proposed treatment windows matches the existing windows on the house.

Staff has reviewed the design of the house and concluded that the addition complies with all Subcommittee for Design Review guidelines. The proposed addition matches the architectural style of the existing house. Furthermore, the addition is located in an area that is approximately 10 feet lower than the street and is screened from street view by a 6-foot tall block wall and landscaping.

REQUIRED FINDINGS

Before an application for conditional use permit for a large home may be granted, the following findings must be made:

1. The lot and proposed development is consistent with the general plan, zoning, and meets all other applicable code requirements.

The subject lot and house are consistent with the Neighborhood Low (1.1-2.0 dwelling units per acre) General Plan designation and "Single Family Residential" (R-1) zoning in that it consists of an addition to an existing single-family home. The project complies with all applicable requirements of the "Single Family Residential" (R-1) Zone, Area District V.

2. The development utilizes building materials, color schemes, and a roof style which blend with the existing structure, if any, and results in development which is harmonious in scale and mass with the surrounding residences.

The proposed addition fill-in a notch located on the east side of the existing house. The addition matches the architectural style and building materials of the existing house.

3. The development is sensitive and not detrimental to convenience and safety of circulation for pedestrians and vehicles.

The existing house is accessible from an existing driveway on Hillside Drive and the addition will not negatively impact circulation or safety for pedestrians and vehicles. The house with the addition does not have any effect on the convenience and safety of circulation for pedestrians or vehicles in that it will not result in any visual obstructions adjacent to a right-of-way that would affect convenience and safety of circulation for pedestrians and vehicles.

4. The development can be adequately served by existing or required infrastructure and services.

The lot is adequately served by existing infrastructure (streets, sewer, water, etc.). The proposed addition is not anticipated to require additional infrastructure or services beyond that provided for the existing residences nearby. Therefore, the development can be adequately served by existing infrastructure and services.

5. The design of the structure has given consideration to the privacy of surrounding properties through the usage and placement of windows and doors, cantilevers, decks, balconies, minimal retaining walls, trees and other buffering landscaping materials.

The second-floor windows of the addition would be overlooking the street and would not have any privacy impacts.

6. The development is sensitive to the natural terrain, minimizes necessary grading, de-emphasizes vertical massing which could disrupt the profile of a natural slope, and does not impede any scenic vistas or views open to the public or surrounding properties.

The proposed addition is located in a relatively flat portion of the lot and no major grading is involved. Any necessary precise grading for construction will require that a grading permit be obtained from the Engineering Division. The addition would not impede any scenic vistas or views open to the public.

GENERAL PLAN CONSISTENCY

The proposed project is consistent with the General Plan. The proposal is consistent with the following General Plan Policy:

Policy 3.1: Preserve existing house stock.

ENVIRONMENTAL DETERMINATION

The project is categorically exempt under the California Environmental Quality Act, Section 15303 pursuant to Section 15303 (New Construction or Conversion of Small Structures), since the project consists of the remodeling of an existing single-family residence on an individual property.

CONCLUSION

The Conditional Use Permit would allow for the construction a 300-square foot second-story addition and a 300-square foot single-story addition to a large house. The house with the proposed addition will have a total floor area of 5,876-square feet. The addition is designed to match the building materials and architectural style of the existing house. Furthermore, the size of the proposed house is consistent with the size of homes in the neighborhood. Therefore, the house with the proposed addition is compatible with the neighborhood and complies with the Single-Family Residential Design Guidelines.

STAFF RECOMMENDATIONS

Staff recommends that the Planning Commission adopt a resolution approving Conditional Use Permit No. 20-22 and determine that the project complies with the Single-Family Residential Design Guidelines and approve Subcommittee for Design Review No. 20-04.

LARGE ATTACHMENTS

Plans are available for review by the public at the West Covina City Hall Planning Division, 2nd floor, Room 208.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Conditional Use Permit Approval Resolution

P L A N N I N G C O M M I S S I O N

R E S O L U T I O N N O.

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING CONDITIONAL USE
PERMIT NO. 20-02**

CONDITIONAL USE PERMIT NO. 20-02

CATEGORICAL EXEMPTION

APPLICANT: Javier Hernandez

LOCATION: 2915 Hillside Drive

WHEREAS, there was filed with this City a verified application on the forms prescribed by the City requesting approval of a conditional use permit under the provisions of Chapter 26, Article VI of the West Covina Municipal Code, to allow:

A “Large Home” that exceeds the maximum unit size by more than 25 percent

On that certain property described as follows:

Assessor's Parcel No. 8493-053-030, as listed in the records of the office of the Los Angeles County Assessor; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 10th day of March, 2020, conduct a duly advertised public hearing as prescribed by law to consider said application; and

WHEREAS, studies and investigations made by this Commission and in its behalf reveal the following facts:

1. The applicant is proposing to construct a 300 square foot second floor addition and a 300 square foot first floor addition to an existing two-story house. The house with the proposed addition would be 5,876 square feet.
2. Findings necessary for approval of a conditional use permit for a “Large Home” as follows:

- a. The lot and proposed development is consistent with the general plan, zoning and meets all other applicable code requirements.
 - b. The development utilizes building materials, color schemes and a roof style which blend with the existing structure, if any, and results in a development which is harmonious in scale and mass with surrounding residences.
 - c. The development is sensitive and not detrimental to convenience and safety of circulation for pedestrians and vehicles.
 - d. The development can be adequately served by existing or required infrastructure and services.
 - e. The design of the structure has given consideration to the privacy of surrounding properties through the usage and placement of windows and doors, cantilevers, decks, balconies minimal retaining walls, trees and other buffering landscaping materials.
 - f. The development is sensitive to the natural terrain, minimizes necessary grading, de-emphasizes vertical massing which could disrupt the profile of a natural slope and does not impede any scenic vistas or views open to the public or surrounding properties.
3. The proposal is considered to be categorically exempt, pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA) since the applications consist of the construction of a single-family residence on an individual property and the proposed house is consistent with the initial Environmental Impact Report certified by the City when the tract maps were approved. The lot is a legal lot of record and is therefore reviewed independently.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of West Covina as follows:

1. On the basis of evidence presented, both oral and documentary, the Planning Commission makes the following findings for approval of a conditional use permit:
 - a. The subject lot and house are consistent with the Neighborhood Low (1.1-2.0 dwelling units per acre) General Plan designation and "Single Family Residential" (R-1) zoning in that it consists of an addition to an existing single-family home. The project complies with all applicable requirements of the "Single Family Residential" (R-1) Zone, Area District V.

- b. The proposed addition fill-in a notch located on the east side of the existing house. The addition matches the architectural style and building materials of the existing house.
 - c. The existing house is accessible from an existing driveway on Hillside Drive and the addition will not negatively impact circulation or safety for pedestrians and vehicles. The house with the addition does not have any effect on the convenience and safety of circulation for pedestrians or vehicles in that it will not result in any visual obstructions adjacent to a right-of-way that would affect convenience and safety of circulation for pedestrians and vehicles.
 - d. The lot is adequately served by existing infrastructure (streets, sewer, water, etc.). The proposed addition is not anticipated to require additional infrastructure or services beyond that provided for the existing residences nearby. Therefore, the development can be adequately served by existing infrastructure and services.
 - e. The second-floor windows of the addition would be overlooking the street and would not have any privacy impacts.
 - f. The proposed addition is located in a relatively flat portion of the lot and no major grading is involved. Any necessary precise grading for construction will require that a grading permit be obtained from the Engineering Division. The addition would not impede any scenic vistas or views open to the public.
2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Conditional Use Permit No. 20-02 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy or final approval is issued, and the violation of any of which shall be grounds for revocation of said conditional use permit by the Planning Commission or City Council.
3. The conditional use permit shall not be effective for any purpose until the owner of the property involved (or his duly authorized representative) has filed at the office of the Planning Director his affidavit stating he is aware of, and accepts, all conditions of this conditional use permit as set forth below. Additionally, no permits shall be issued until the owner of the property involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
4. The costs and expenses of any enforcement activities, including, but not limited to attorney's fees, caused by the applicant's violation of any condition imposed by this

approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

5. That the approval of the conditional use permit for a Large Home that exceeds the maximum unit size by more than 25 percent and is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on March 10, 2020.
 - b. That the project comply with all requirements of the "Single-Family Residential" (R-1) Zone, Area District V, and all other applicable standards of the West Covina Municipal Code.
 - c. That any proposed changes to the approved site plan, floor plan or elevations be reviewed by the Planning Department, and the written authorization of the Planning Director shall be obtained prior to implementation.
 - d. This development shall conform to all applicable Municipal regulations, Fire, Building, Mechanical, Electrical, Plumbing codes and recognized, approved, standards of installation.
 - e. The approved use shall not create a public nuisance as defined in the West Covina Municipal Code Section 26-416 regarding landscape maintenance and property maintenance.
 - f. The applicant shall sign an affidavit accepting all conditions of this approval.
 - g. Any graffiti that appears on the property during construction shall be cleaned or removed on the same business day.
 - h. The existing landscaping along the front and side yards shall be maintained in perpetuity. Any landscaping destroyed or removed during construction shall be replaced prior to building permit final.
 - i. This approval is effective for a period of two (2) years. All applicable building permits must be obtained within two (2) years of project approval.
 - j. Prior to requesting a final inspection by the Building Division, the Planning Division shall inspect the development.
 - k. The Zoning Code gives provisions for up to two one-year extensions to keep entitlements active. Therefore, prior to March 11, 2022, (if building permits have not been obtained) you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

l. FIRE DEPARTMENT:

1. Hard-wired Smoke and Carbon Monoxide Detectors Required.
2. Additional Fire Department requirements may be set upon future review of a full set of architectural plans.

m. BUILDING DIVISION:

1. All Conditions of Approval as approved by the Planning Commission shall appear as notes on the plans submitted for building plan check and permits.
2. Building design shall comply with the 2019 California Building Codes (CBC).
3. Separate application(s), plan check(s), and permit(s) is/are required for:
 - a. Grading (*see Engineering Division for requirements*)
 - b. Retaining walls (*see Engineering Division for requirements*)
 - c. Block walls exceeding 6 feet in height
 - d. Demolition work
 - e. Fire sprinkler/Alarm systems (*see Fire Department Prevention Bureau for requirements*)
4. Design Considerations:
 - a. Will need to show existing window sizes at all adjacent rooms to verify required light and ventilation for existing rooms, as well as egress opening for office since part of the master bedroom.

I HEREBY CERTIFY, that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina, at a regular meeting held on the 10th day of March, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATE: March 10, 2020

EXPIRATION: March 11, 2022
If not used.

Herb Redholtz, Chairman
Planning Commission

Jeff Anderson, AICP, Secretary
Planning Commission

PLANNING DEPARTMENT STAFF REPORT

SUBJECT

CODE AMENDMENT NO. 20-03

CATEGORICAL 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 motion picture filming/film permit standards.

BACKGROUND

On January 21, 2020, the City Council adopted Resolution No. 2020-05 (Attachment No. 1) to initiate a Code Amendment to Section 26-281 of the West Covina Municipal Code (WCMC) pertaining to film permit standards.

On February 11, 2020, the Planning Commission held a study session to discuss the film permit code standard and directed staff to modify the number of days filming is allowed in residential and non-residential zones, and to modify the filming activity timeframe for non-residential zones.

DISCUSSION

Based on the Planning Commission study session a draft ordinance has been prepared. The draft ordinance provides the following changes to the West Covina Municipal Code (WCMC):

- The number of filming days for residential zones were increased from 3 days to 5 days.
- The number of filming days for non-residential zones were increased from 5 days to 20 times per production with a minimum of 7 days in between each time period.
- The timeframe for filming in non-residential zones has been modified.

ENVIRONMENTAL DETERMINATION

The proposal is not subject to the California Environmental Quality Act (CEQA) per Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to activity that results in direct or reasonably foreseeable indirect physical change in the environment and for activity considered to be a project, respectively. The amendment to the West Covina Municipal Code would not result in a physical change in the environment because it would simply revise existing film permit standards.

STAFF RECOMMENDATIONS

Staff recommends that the Planning Commission adopt a resolution recommending approval of Code Amendment No. 20-01 to the City Council.

Submitted by: Jo-Anne Burns

Attachments

Attachment No. 1 - Code Amendment Approval Resolution

Attachment No. 2 Staff Report 2.11.20

**PLANNING COMMISSION
RESOLUTION NO. 20-**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, RECOMMENDING TO THE CITY
COUNCIL APPROVAL OF CODE AMENDMENT NO. 20-01, CODE
AMENDMENT RELATED TO FILM PERMIT STANDARDS**

CODE AMENDMENT NO. 20-01

GENERAL EXEMPTION

APPLICANT: City of West Covina

LOCATION: Citywide

WHEREAS, on the 21st day of January 2020, the City Council initiated a code amendment related to film permit standards; and

WHEREAS, the Planning Commission, did on February 11, 2020, conduct a study session to consider the initiated code amendment; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 10th day of March 2020, conduct a duly advertised public hearing as prescribed by law; and

WHEREAS, studies and investigations made by this Commission and on its behalf reveal the following facts:

1. The City's provisions for film permits were last updated in March 7, 2000.
2. It is necessary to amend the municipal code because the current filming standards are too restrictive.
3. The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, in that the proposed action consists of a code amendment, which does not have the potential for causing a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of West Covina as follows:

SECTION NO. 1: The above recitals are true and correct and are incorporated herein as if set forth herein in full.

SECTION NO. 2: Based on the evidence presented and the findings set forth, Code Amendment No. 20-01 is hereby found to be consistent with the West Covina General Plan and the implementation thereof, and that the public necessity, convenience, general welfare, and good zoning practices require Code Amendment No. 20-01.

SECTION NO. 3: Based on the evidence presented and the findings set forth, the Planning Commission of the City of West Covina hereby recommends to the City Council of the City of West Covina that it approves Code Amendment No. 20-01 to amend Chapter 26 (Zoning) of the West Covina Municipal Code as shown on Exhibit "A."

SECTION NO. 4: The Secretary is instructed to forward a copy of this Resolution to the City Council for their attention in the manner as prescribed by law and this Resolution shall go into force and effect upon its adoption.

[continued on next page]

I HEREBY CERTIFY, that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina, at a regular meeting held on the 10th day of March, 2020, by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

DATE: March 10, 2020

Herb Redholtz, Chairman
Planning Commission

Jeff Anderson, Secretary
Planning Commission

EXHIBIT A

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA APPROVING CODE AMENDMENT
NO. 20-01, RELATED TO FILM PERMIT STANDARDS**

WHEREAS, the City's provisions for film permits were last updated in March 7, 2000;
and

WHEREAS, on the 21st day of January 2020, the City Council initiated a code amendment
related to film permit standards; and

WHEREAS, the Planning Commission, did on February 11, 2020, conduct a study session
to consider the initiated code amendment; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 10th day
of March 2020, conduct a duly advertised public hearing as prescribed by law to make
recommendations to the City Council to approve Code Amendment No. 20-01; and

WHEREAS, the City Council, upon giving the required notice, did on the ____ day of
_____, conduct a duly advertised public hearing as prescribed by law on the proposed
ordinance; and

WHEREAS, based on review of the State CEQA Guidelines, the City Council finds and
determines that the proposed ordinance is statutorily exempt from the California Environmental
Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, which provides that
CEQA only applies to projects that have the potential for causing a significant effect on the
environment; and

WHEREAS, the City Council has duly considered all information presented to it,
including written staff reports and any testimony provided at the public hearing, with all testimony
received being made a part of the public record.

**WHEREFORE, THE MAYOR AND THE CITY COUNCIL OF THE CITY OF
WEST COVINA HEREBY ORDAINS AS FOLLOWS:**

SECTION NO. 1: Subsection (a) of Section 26-281 of Chapter 26, Article VI, Division 6 of the West Covina Municipal Code is hereby amended to read as follows:

(a) *Applicability.* A film permit may be approved by the planning director without notice or hearing for the following filming:

- (1) In single- and multi-family residential zones, filming for up to ~~three (3)~~ five (5) days, including any setup and dismantling, in any three (3) months on any one (1) property.
- (2) In all other zoning districts, filming of up to ~~five (5) days~~ 20 times per production/film and/or application in a calendar year with a minimum of seven (7) days in between each time period. ~~including any setup and dismantling, in any three (3) months on any one (1) property or shopping center.~~
- (3) All filming, including any setup and dismantling, shall be done between the hours of 7:00 a.m. and 9:00 p.m. in residential zones, and between the hours of 6:00 a.m. and 11:00 p.m. in all other zoning districts. Film permit activities may extend outside these hours if the planning director finds that there will be no adverse impacts to nearby residents or business owners.
- (4) Filming which involves no exceptions to the general filming conditions in Section 26-280(e) above

SECTION NO. 2: That the City Clerk shall certify to the passage of this ordinance and shall cause the same to be published as required by law.

SECTION NO. 3: This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

PASSED, APPROVED AND ADOPTED this _____.

Tony Wu
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk, of the City of West Covina, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina do hereby certify the foregoing Ordinance, being Ordinance No. ____ as passed by the City Council of the City of West Covina, signed by the Mayor of said Council, and attested by the Assistant City Clerk, at a regular meeting of the City Council held on the _____, and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINED:

Lisa Sherrick
Assistant City Clerk

City of West Covina
Memorandum
A G E N D A

ITEM NO. 4.

TO: Planning Commission

DATE: February 11, 2020

FROM: Planning Division

SUBJECT: STUDY SESSION - CODE AMENDMENT NO. 20-01
FILM PERMIT STANDARDS

BACKGROUND:

On January 21, 2020, the City Council adopted Resolution No. 2020-05 (Attachment No. 1) to initiate a Code Amendment to Section 26-281 of the West Covina Municipal Code (WCMC) pertaining to film permit standards. The initiation of this code amendment requires that a proposed code amendment be presented to the Planning Commission.

DISCUSSION:

The West Covina Municipal Code (WCMC) provides the Planning Director authority to approve film permits for filming. The Code allows filming in residential areas of up to three (3) consecutive days and up to five (5) consecutive days in all other zoning districts (including set up and dismantling) in any three (3) month period per property. In addition, filming, setup, and dismantling is limited to 7:00 a.m. to 9:00 p.m. There are concerns that the City's current film standards are too restrictive and discourages filming activities within the City.

The following are suggested discussion items that the Planning Commission may consider:

- *Should the code amendment increase the number of days allowed for filming in residential zones? If so, how many days is appropriate?*

Staff recommends that the Planning Commission consider an increase in filming days from 3 days to 5 days (not including setup and dismantling). Setup and dismantling would be allowed for the day before and the day after filming.

- *Should the code amendment modify the filming activity timeframe in residential zones?*

Staff recommends that the Planning Commission make no changes to the 7:00 a.m. to 9:00 p.m. timeframe identified in the WCMC to limit negative impacts to neighbors. The WCMC allows filming beyond this timeframe through the Major Production Permit process. The Planning Commission may consider prohibiting filming activities on Sundays and holidays.

- *Should the code amendment increase the timeframe allowed for filming in non-residential zones? If so how many days is appropriate?*

Staff recommends that the Planning Commission consider the following options:

1. Make no changes to the Code.
2. Allow filming up to 10 times in a calendar year with a minimum of 14 days between filming (not including setup and dismantling).
3. Allow 30 days of filming in a calendar year with a minimum of 14 days between filming (not including setup and dismantling).
4. Eliminate number of times and require 14 days between filming (not including setup and dismantling).

Staff has concerns that allowing an unlimited or high number of filming days in non-residential zones may discourage filling vacant tenant spaces in commercial areas, which is not consistent with the City's General Plan policy of maintaining and enhancing the City's current tax base (Our Prosperous Community Policy 2.1). In addition, having liberal standards could also encourage the operation of a movie/filming studio on vacant properties or buildings (which is not identified as an allowable use in the WCMC land-use matrix). Staff recommends Option 2 as it basically doubles the filming events allowed and provides for a simple calculation method.

- *Should the code amendment modify the filming activity timeframe in non-residential zones?*

Staff recommends that the Planning Commission increase the filming activity timeframe and allow filming activities in non-residential zones from 6:00 a.m. to 11:00 p.m. (WCMC current timeframe is 7:00 a.m. to 9:00 p.m.).

Once the Planning Commission agrees on the standards to be implemented, the next step will be to schedule a public hearing before the Planning Commission. After Planning Commission review, a public hearing will be scheduled for the City Council to determine if changes to the code are appropriate.

RECOMMENDATION:

Staff recommends that the Planning Commission review the information in the staff report and attachments and provide appropriate direction to staff regarding the code amendment.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - City Council Resolution No. 2020-05

City of West Covina
Memorandum
A G E N D A

ITEM NO. 4.

TO: Planning Commission
FROM: Planning Division
SUBJECT: Study Session - Design Review Subcommittee Guidelines

DATE: March 10, 2020

BACKGROUND:

On February 11, 2020, the Planning Commission reviewed a Subcommittee for Design Review application to allow an entry porch and front door on the side of the single-family residence. The current Subcommittee for Design Review guidelines do not establish the location for the front door.

DISCUSSION:

The Planning Commission discussed the issue with the application. Following that discussion, the Planning Commission requested that staff schedule a study session to allow the Commission to discuss adding a Guideline to the Design Review Subcommittee Guidelines for One-Story Houses and Addition (Attachment No. 1). For multi-family and mixed-use development, staff recommends that the street elevation of residential units be designed with windows to engage the street and with entry doors on the street elevation. Staff is therefore recommending that the Planning Commission add the following guideline.

The front elevation of houses should be designed to engage the street through the placement of a door, windows and the front porch as well as other architectural features that define the elevation as the front of the house.

The addition of the guideline would allow staff to encourage a design that emphasizes the elevation on the front of the house, thereby reducing issues following submittal. The Guidelines are not codes and therefore can be deviated from by the Subcommittee or the Planning Commission in unusual circumstances. However, staff's role would be to encourage compliance with the Guidelines.

In reviewing the Design Review Subcommittee Guidelines for Two-Story Additions with respect to the proposed change to the One-Story Guidelines, staff noted a second guideline that the Commission may want to consider adding. The One-Story Guidelines include guidelines for design and architecture, that apply equally to Two-Story Guidelines (Attachment No. 2). Staff is recommending that Planning Commission also add the following guideline to the Two-Story Guidelines.

Incorporate the One-Story Guidelines in the architectural design for Two-Story Houses and Additions.

If the Planning Commission determines to modify the Design Review Subcommittee Guidelines, staff will incorporate the proposed guidelines in those documents and bring them back for review of the completed Guidelines for both One-Story and Two-Story Houses and Additions.

RECOMMENDATION:

Planning Staff recommends that the Planning Commission direct staff to modify the Design Review Subcommittee Guidelines for One-Story Houses and Additions and the Design Review Subcommittee Guidelines for Two-Story Houses and Additions.

Submitted by: Rene Aguilar, Planning Assistant

Attachments

Attachment 1: One Story Guidelines

Attachment 2: Two Story Guidelines

Design Review Subcommittee Guidelines for One-Story Houses and Additions

- Design the house so that all setbacks have been met.
 - Design the front and any other visible elevations especially corner houses with a variety of materials. Most houses have the exterior elevations that are primarily stucco. Providing an alternative material such as stone, wood (or simulated wood product) or brick will provide a more aesthetic elevation. (Where alternative material is at the corner, material should wrap around 24 inches on the side.)
 - Design the house to fit into the architectural context of the surrounding neighborhood.
 - Front porch rooflines should be lower in height than the main portion of the roof.
 - Window treatment on windows are encouraged including stucco popouts, wood trim, potshelves, shutters, recessed windows, etc. or provide a variety of window types (bay windows, octagonal windows, other shapes, etc.) Consider painting window treatment in contrasting color to the house.
 - Provide the City-owned parkway width for the strip of property between the private property and the street. (This area is to allow for sidewalks or the widening of the street.)
 - A water heater enclosure should be constructed to match the colors and materials of the house. (Especially for water heaters added outside of the house located on a corner lot.)
 - If the roof pitch is being raised, consider designing the new pitch to allow the attic space to accommodate a central air conditioning/heating system.
 - Landscaping that is removed or destroyed during the construction process shall be replaced prior to final inspection.
 - In an area that is predominantly developed with rear-entry garages, no garage doors should be installed on the front of the house.
-

Design Review Subcommittee Guidelines For New Two-Story Houses Additions

- Design the two-story house or addition so that all setbacks, including second story, have been met. (Plans must indicate parkway width to verify compliance of second story setback)
 - In an area that is predominantly one story, it is encouraged that the size of the second story be reduced in relation to the ground floor. A smaller second floor will not appear as massive or boxy. (Plate height shall be consistent with the first story of the house)
 - New two-story additions can result in privacy impacts to neighboring properties. Design the second story to reduce or eliminate the need for windows on the side elevations. High windows that allow light in but restrict views onto neighboring properties may also reduce privacy impacts.
 - In an area that is predominantly one story, the elements of the house usually emphasize the horizontal. Many modern two-story designs emphasize the vertical through two-story porches with tall columns, tall windows, and two-story front elevations with no horizontal breaks. These elements are generally out-of-character with a one-story neighborhood.
 - When adding a second-story elevation in a one-story area, it is encouraged to provide a significant second-story setback on the front elevation. By setting back the second story from the first story, the front of the house will fit better in the context of a one-story neighborhood.
 - In an area that is predominantly one story, the addition of second-story balcony, especially in a flatland neighborhood, can have an affect on privacy. In these areas, balconies in rear yards are discouraged.
 - When designing a second-story addition, consider that all sides of the second story are visible. Window treatment on second-story windows is encouraged.
 - Discuss your proposed house or addition with adjacent neighbors. An administrative use permit or conditional use permit requires written notification to all property owners and residents within 300 feet of the property.
 - Landscaping that is removed or destroyed during the construction process shall be replaced prior to final inspection.
 - Provide the City-owned parkway width for the strip of property between the private property and the street. (This area is to allow for sidewalks or the widening of the street.)
 - In an area that is predominantly developed with rear-entry garages, no garage doors should be installed on the front of the house.
-

City of West Covina
A G E N D A

ITEM NO. 5. a.

DATE: March 10, 2020

TO: Planning Commission
FROM: Planning Division
SUBJECT: Forthcoming - March 24, 2020

Attachments

Forthcoming 3.24.20

FORTHCOMING PLANNING COMMISSION HEARINGS

March 24, 2020

A. CONSENT CALENDAR

None

B. PUBLIC HEARINGS

(1)

TENTATIVE PARCEL MAP NO. 19-02 (PARCEL MAP NO. 82638)

SUBCOMMITTEE FOR DESIGN REVIEW NO. 19-62

ADMINISTRATIVE USE PERMIT NO. 19-35

TREE REMOVAL PERMIT NO. 20-03

SUBDIVISION OF 64,468 SQUARE FOOT LOT

APPLICANT: Jeremy Yeh

LOCATION: 1177 Spring Meadow Drive

(2)

CODE AMENDMENT NO. 20-02

COMMERCIAL CLEAN-UP

APPLICANT: City Initiated

LOCATION: Citywide

(3)

DEVELOPMENT AGREEMENT NO. 19-01

CONCEPTUAL PLAN

APPLICANT: Nadia Costa, Plaza West Covina, LLC

LOCATION: 112 Plaza Drive, Plaza West Covina

C. NON-HEARING ITEMS

None

April 14, 2020

A. CONSENT CALENDAR

None

B. PUBLIC HEARINGS

None

C. NON-HEARING ITEMS

None