



CITY OF COVINA  
PLANNING COMMISSION AGENDA  
REGULAR MEETING, TUESDAY, SEPTEMBER 27, 2016  
COUNCIL CHAMBER, CITY HALL  
125 EAST COLLEGE STREET  
7:00 P.M.

PLEASE NOTE: THOSE WHO WISH TO ADDRESS THE PLANNING COMMISSION ON ANY ITEM ARE REQUESTED TO FILL OUT A SPEAKER'S CARD AND LEAVE IT WITH A MEMBER OF THE STAFF PRIOR TO THE ITEM BEING CALLED. THE PURPOSE OF THIS IS TO ENSURE THAT YOUR NAME AND ADDRESS ARE CORRECTLY IDENTIFIED IN THE MINUTES OF THE PLANNING COMMISSION.

### CALL TO ORDER

- A. Pledge of Allegiance.
- B. Roll Call of Commissioners: Connors, Hodapp, Manning, McMeekin and Patterson.
- C. Amendments to the Agenda.

### PUBLIC COMMENTS

Citizens wishing to address the Commission on any matter **not** on the agenda may do so at this time. Citizens wishing to be heard on any matter on the agenda, please wait until that point on the agenda. **Please keep your comments to five minutes or less and try not to be repetitive.** Under the provisions of the Brown Act, the Commission is prohibited from taking action on oral requests but may refer the matter to staff or to a subsequent meeting.

### CONSENT CALENDAR

*All matters listed under the Consent Calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Planning Commission votes on them, unless a member of the Planning Commission requests that a specific item be removed from the Consent Calendar for discussion.*

1. Approval of Minutes of the Regular Meeting of September 13, 2016.

### CONTINUED PUBLIC HEARINGS

None

### PUBLIC HEARINGS

The Planning Commission will address the below-listed item in the following sequence:

- Staff Report
- Questions of staff from Commission
- Open the public hearing
- Receive testimony in favor of and in opposition to the item
- Close the public hearing
- Commission comments and discussion

- Motion to approve, deny, or continue application
  - Roll Call Vote
1. Public Hearing to consider Conditional Use Permit (CUP) 16-012 and Site Plan Review (SPR) 15-031 Amendment #1, a request to operate on-site tasting composed of a 1,140 square-foot tasting room and 250 square-foot outdoor patio area in conjunction with an existing microbrewery, located at 720 E. Arrow Hwy, Units C, E, and F (Arrow Grand Business Park).

Staff Recommendation: Adopt **Resolution No. 2016-026PC** approving CUP 16-012 and SPR 15-031 Amendment #1.

*Pursuant to and in accordance with the provisions of the California Environmental Quality Act (CEQA) Guidelines, the City has analyzed the proposed project and concluded that it will not have the potential for causing a significant effect on the environment. Therefore, it has been determined that the proposed project would be categorically exempt in accordance with Section 15301(a), Class 1 of the CEQA Guidelines. Staff's recommendation will be that the Planning Commission approve CUP 16-012 and SPR 15-031 Amendment #1 (subject to the proposed conditions of approval).*

***10-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.*

#### **NEW BUSINESS**

None

#### **GENERAL MATTERS**

None

#### **ADMINISTRATIVE ITEMS**

1. Information and Announcements
2. Commission Comments

#### **ADJOURNMENT**

Adjourn to a regular meeting of the Planning Commission at 7:00 p.m. on October 11, 2016 in the Council Chamber of Covina City Hall.

*I, Alan Carter, City Planner of the City of Covina, or his designee, hereby declare that a true and accurate copy of the forgoing agenda was posted on September 22, 2016 near the front entrance of City Hall, 125 East College Street, Covina, and on the City's official Internet Website, in accordance with Governmental Code Section 54954.2(a.)*

*Additional information on any agenda item can be obtained by contacting the Planning Division at 125 East College Street, Covina, or by telephoning (626) 384-5450.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Planning Division office at (626) 384-5450 or the California Relay Service. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*



**MINUTES OF THE SEPTEMBER 13, 2016 REGULAR MEETING OF  
THE COVINA PLANNING COMMISSION HELD IN THE COUNCIL  
CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET AT 7:00 P.M.**

**CALL TO ORDER**

Chairman Hodapp called the Planning Commission meeting to order at 7:00 p.m.

A. PLEDGE OF ALLEGIANCE

Chairman Hodapp led the Pledge of Allegiance.

B. ROLL CALL

Commission Members Present: Connors, Hodapp, Manning, McMeekin, Patterson

Commission Members Absent: None

Staff Members Present: Director of Community Development, Community Development Consultant, Assistant City Attorney

C. AMENDMENTS TO THE AGENDA

None

**PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

1. Approval of Minutes of the Regular Meeting of August 23, 2016

A motion was made and seconded to approve the Minutes of the Regular Meeting of August 23, 2016.

The motion carried 5-0 as follows:

AYES: CONNORS, HODAPP, MANNING, MCMEEKIN, PATTERSON  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

## CONTINUED PUBLIC HEARINGS

1. Continued Public Hearing to consider applications Site Plan Review (SPR) 16-012 and Conditional Use Permit (CUP) 16-009, requests to perform a tenant improvement to accommodate a new sit-down eating establishment offering general alcohol (under a Type 47 State License), live entertainment, and outdoor dining in a vacant, roughly 6,720-square foot commercial space in the “TCSP-5 (Town Center Specific Plan, Retail and Service Core)” zoning district at 211 North Citrus Avenue.

Director of Community Development Brian Lee presented the staff report and a PowerPoint presentation and answered the Commissioners’ questions. Mr. Lee noted that there are some issues with the applicant’s proposal meeting the definition of a “bona fide eating establishment” and with the requested hours of operation and the live entertainment component, which raise public safety concerns. The staff-recommended conditions of approval provide for no live entertainment and revised hours of operation as well as certain conditions regarding alcohol service and the bona fide eating establishment definition.

Police Captain Derek Webster also expressed the Police Department’s concerns and its support of staff’s recommended conditions of approval.

The public hearing was reopened

Luis Niebla of Glendora, applicant, spoke in favor of the item and requested the conditions of approval be amended to include the original request for business hours until 2:00 a.m. on weekends and a live DJ.

Ken Kang of West Covina spoke in favor of the item, and requested conditions of approval be amended to include the applicant’s request for business hours until 2:00 a.m. on weekends and a live DJ.

Raul Trevino of Covina spoke in favor of the item with conditions of approval as presented by City staff.

Richard Rodriguez of Covina spoke in favor of the item with conditions of approval as presented by City staff.

The public hearing was closed.

A motion was made and seconded adopt Resolution 2016-025PC approving SPR 16-012 and CUP 16-009.

The motion carried 5-0 as follows:

AYES: CONNORS, HODAPP, MANNING, MCMEEKIN, PATTERSON  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

None

**GENERAL MATTERS**

None

**ADMINISTRATIVE ITEMS**

1. INFORMATION AND ANNOUNCEMENTS  
None
  
2. COMMISSION COMMENTS  
None

**ADJOURNMENT**

Chairman Hodapp adjourned the Planning Commission meeting at 8:17 p.m. to a Study Session immediately following on September 13, 2016 in the Council Chamber of Covina City Hall.

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Secretary



# CITY OF COVINA

## PLANNING COMMISSION AGENDA REPORT ITEM NUMBER PH 1 SEPTEMBER 27, 2016

**TO:** Chairman and Members of the Planning Commission

**FROM:** Brian Lee, AICP, Director of Community Development

**SUBJECT:** Conditional Use Permit (CUP) 16-012 and Site Plan Review (SPR) 15-031 Amendment Number 1, a request to operate on-site tasting composed of a 1,140 square-foot tasting room and 250 square-foot outdoor patio area in conjunction with an existing microbrewery, located at 720 E. Arrow Hwy, Units C, E, and F (Arrow Grand Business Park).

### SITE AND PROJECT DESCRIPTION

#### A. Project Information:

**Request:** To operate on-site tasting composed of a 1,140 square-foot tasting room and 250 square-foot outdoor patio area in conjunction with an existing microbrewery.

**Applicant:** Andy McIntyre

**Property Owner:** The McIntyre Co.

**Location:** 720 E. Arrow Hwy, Units C, E, & F

**Assessor Parcel**

**Map Number:** 8405-003-029

#### B. Site and Surrounding Land Uses

Table 1: Site and Surrounding Land Uses

	General Plan	Zoning	Existing Uses
Site	General Industrial	M-1 (PCD)/Light Manufacturing with Planned Community Development overlay zone	Two-tenant industrial-type building
North	General Industrial	M-1 (PCD)/Light Manufacturing with Planned Community Development	Industrial-type building

		overlay zone	
South	General Industrial	M-1 (PCD)/Light Manufacturing with Planned Community Development overlay zone	Industrial-type building
East	General Industrial	M-1 (PCD)/Light Manufacturing with Planned Community Development overlay zone	Industrial-type building
West	Medium Density Residential	RD-4000 (PCD)	Condominium Complex

C. Site Characteristics: The site is part of the Arrow Grand Business Park. It is approximately 2.1 acres in size and developed with a 32,500 square-foot single-story commercial industrial building fronting Arrow Highway. Vehicular access to the site is provided through Arrow Grand Circle on the east and west portion of the site. The existing uses on the site are low-intensity commercial and light industrial. The site fronts Arrow Highway, and across from that street is the City of Glendora. Alost Brewery is located within the same business park approximately 750 feet southwest of the site and has a similar Type 23 ABC license. A list of all the building tenants and their current hours of operations are attached in Exhibit B.

### **GENERAL INFORMATION ABOUT ABC LICENSES FOR BREWERIES**

The ABC issues two distinct sets of permanent licenses—retail and non-retail. Retail licenses allow for the direct sale of alcohol to customer for either on-site and/or off-site consumption, and these are the ones that are issued to retailers or restaurant. Types 20, 21, 41, 47, and 48 are some of the more common types found in Covina. Non-retail license are comprised of a variety of activities that allow for the manufacture and/or distribution alcohol.

Covina has four active non-retail licenses; all but one is a Type 23 license. The exception is for a Type 2 (Winegrower) for Rev Winery. Per ABC records, there are 77 Type 23 establishments in Los Angeles County. While the license type allows for on-site tasting, it is not known how many operate with on-site tasting. Most of these establishments are located in the industrial portions of the county, particularly in the cities of Los Angeles and Torrance. Only a handful of cities have multiple locations, and with three Type 23 establishments (Rev, Alost, and Barley Lodge) Covina has as many as the City of Long Beach. Azusa is the only neighboring city with a Type 23 establishment, the Congregation Ale House in downtown Azusa.

Of note are two other ABC license types that deal with the manufacture of beer—Type 1 (Brewery) and Type 75 (Brewpub), both of which are not issued to any establishments in

Covina. Type 1 breweries are large industrial scale beer production facilities with only 8 found in the County. Type 1 breweries could include dining, retail sales, and tasting. Type 75 is a retail license for a restaurant with a minor capacity to brew on-site, but could sell any commercially available alcohol. Only six Type 75 ABC licenses are active in the County. 'Gastropub' is a generic term for upscale beer and gourmet food restaurant, and implies no specific ABC license outside that typically required for restaurants. Type 23 can be a restaurant with a capacity to brew that is smaller than allowed for a Type 1, but larger than Type 75. However, if any of the existing Type 23 establishments in the M-1 zone engage in activities not permitted by their respective CUPs or by the zone regardless of the activities allowed by the ABC license, the CUPs will be either subject to revocation, require a new CUP application, or be prohibited outright unless the code is amended. The proposed activities and uses under this CUP is expressly permitted (the brewery) or conditionally permitted (on-site tasting) in the M-1 zone.

### ANALYSIS

- A. Background: The microbrewery was approved on September 2, 2015 under SPR 15-031 to operate an approximately 1,900 square foot brewery without on-site tasting (See Exhibit D). In compliance with the M-1 zone, no CUP is required for the brewery use. A condition of approval imposed on SPR 15-031 was to prohibit on-site tasting and off-site sale of beer. Several months ago, the former site of Cake Mamas (Units E & F) is available and the applicant representing both property owner and Barley Lodge Brewery proposed to expand the brewing operation area and add an area for on-site tasting. However, at that time the M-1 (PCD) Light Manufacturing Zone for on-tasting brewery has a 1,000 feet distance separation between same uses. Alostia Brewery with on-site tasting is approximately 950 feet southeast of the proposed Barley Lodge Brewing. As a result, a Zoning Code amendment is necessary to accommodate Barley Lodge Brewing's proposed on-site tasting activities. On July 19, 2016, the City Council adopted the Ordinance 16-2057 to eliminate the 1,000 feet distance separation between on-site tasting breweries uses and become effective on September 16, 2016. The ordinance did not change the CUP requirement for on-site tasting.
- B. Applicable Regulations: Barley Lodge Brewing obtained a Type 23 ABC license on April 15, 2016. With the change in the M-1 Zone that eliminated the 1,000 feet distance separation between the same on-site tasting breweries, the applicant requested the Conditional Use Permit and an amendment to SPR 15-031 (Amendment #1).
- C. Proposed Brewery Uses and Activities: The primary use is a microbrewery for the beer brand Barley Lodge Brewing, a brewery based in Covina. The brewery will occupy two adjoining spaces within an existing building at the Arrow Grand Business Park. The brewery will occupy the entire 1,580 square-foot tenant space of Units E & F, and will share a portion of Unit C with the tasting room. The storage and coolers will also be

located within Unit C. The outdoor patio is proposed in front of the tenant spaces of Units C, E and F.

Table 2: Proposed Hours of Operation for the Uses and Activities

Uses and Activities	Size (square feet)	Proposed Hours of operation	Recommended Hours of operation
Microbrewery	2,220	<ul style="list-style-type: none"> <li>• 4 AM – noon every day for active brewing provided on-site by a master brewer</li> <li>• Noon – 5pm every day for clean up</li> <li>• 24 hours for the fermentation process</li> </ul>	As proposed
On-Site Tasting (Indoors and Outdoors)	1,140 (indoor) 250 (outdoor)	<ul style="list-style-type: none"> <li>• Sunday-Thursday, 5 PM – 10 PM</li> <li>• Friday-Saturday, 5 PM – 2 AM</li> </ul>	As proposed, but earlier closing time on Friday-Saturday to midnight, Friday-Saturday 5 PM – 2 AM. The closing time will be consistent with Alost Brewery hours.
<i>Total</i>	3,610 square feet		

### 1. Entertainment

Entertainment activities mentioned in the application include the following: lounge singers, 2 TVs for special event broadcasts, and board games and other unspecified types of entertainment for children. The floor plan does not indicate areas that would be a stage, or a dance floor. CMC Chapter 5.28 (Entertainment) requires review and approval of an Entertainment Permit by the Police Department. Since the proposed conditions limit the hours of operation to midnight on weekends, and the constraints of the space renders it unsuitable as a live entertainment venue capable of creating a significant source of noise and/or public disturbance, staff believes that CMC Chapter 5.28 regulations would adequately address public safety concerns.

### 2. Microbrewery

The permitted use of microbrewery is composed of two areas: an existing small pilot system on the west side, and the proposed larger production system on the east side. Entrance to both areas is at the rear of the building. The applicant expects that a line of 12 different styles of beer will be manufactured. The larger system will be separated from the tasting room by a demising wall with an access point through a 5-foot wide opening towards the rear of the suite near the restrooms. A 120 square-foot grain room and a 70

square-foot office are within this area. Public accesses to the larger system will be prohibited. The small pilot system is protected by a 6-inch concrete curb with a 42" steel and special wood painted barrier.

Manufacturing in the brewery is occurring all day within the premises. The beer brewing process takes an average of 16 days to complete. The materials (grains) are delivered by truck and off-loaded by fork lift through the roll-up door located at the rear of the property. All loading is occurring at the rear roll-up door accessed through the rear driveway running behind the entire length of the building. A brewer plans to brew from 4:00 a.m. to 12:00 p.m., then from 12:00 p.m. to 5:00 p.m., a cleanup crew will get the facility ready for the next day's brewing activities. The tasting area is not proposed to operate during this time of active brewing and maintenance. The tanks do not shut down as they continue to ferment and process the raw products.

Currently the small pilot system has four (4) six-foot high tanks that will hold 1.5 kegs and two seven-foot high tanks that will hold 3 kegs. The larger brewing area will have four 30 barrels (bbl) fermentation tanks that will be 12-foot high and can each hold 60 kegs, and two additional 15 bbl fermenters that are 10 feet high and can each hold 30 kegs. The applicant expects that in the future that the production will have six (6) fermenters, a 10-foot high hot and cold tank, a 10-foot high 30 bbl system, and 10-foot high 30 barrel bright tank. Type 23 caps the amount of microbrewery production at 60,000 bbl per year. The finished product, beer, will then be stored on-site in the walk-in cooler. Trucks will pick up the beer at various times during the day for distribution throughout Southern California.

### **3. On-site Tasting**

The applicant proposes to serve the beer manufactured on-site by Barley Lodge Brewing. On-site tasting will be occurring in two areas, the indoor tasting room, and outdoor patio. No kitchen, microwave, or any other food preparation facilities space is proposed by the application. Food service will be provided through outside vendors. Food truck vendors are regulated by Ch. 17.62.190(E) and would require review and approval of an Administrative Conditional Use Permit if the applicant proposes to host food truck vendors. Kegs and tap areas are considered part of the tasting area. Hallways provide access to all areas of the brewery and the tasting room. At the middle of the proposed tenant space is a 15' x 15' walk-in cooler to store beer.

The indoor tasting room will have a variety of chairs, counters, tables, and communal dining space. The applicant will have the décor to be consistent with that of a rustic lodge replete with taxidermy wall decoration, wood treatments, and powdered metal coated indoor furniture. The small pilot brewing system is directly visible from this area, and intended by the client to set the appropriate ambience for a microbrewery. Restrooms are located at the rear of the tenant space.

The tasting room is provided with seating, counters, tables, and a communal table and bench seating. There are approximately seating for about 50 people inside. Approximately two servers will be employed to serve the beer to the tables and outdoor patio. As already proposed by the applicant, and carried through the proposed conditions, public access to the larger brewing system is prohibited, and all public access during tasting hours shall be at the front.

The outdoor patio is an enclosed space located parallel to the tenant space, and fronts Arrow Highway. The patio will occupy a portion of an existing walkway. The patio is approximately 39 feet and 10 inches long that ranges in width from 3 foot and 10 inches at its narrowest, and 9 feet and 4 inches at its widest. No permanent furniture such as seating and tables is proposed by the applicant. The design of the outdoor enclosure is subject to the Covina Design Guidelines and the recommended conditions will require review and approval by the Director of Community Development.

- D. Parking. The site is provided with 97 parking spaces. Table 3 below shows the parking requirements for the uses within the 33,459 square-foot building. The proposed brewery is light industrial use and the on-site tasting is an accessory use and therefore is parked at the same rate. In addition, almost all business are closed when the on-site tasting commences at 5 p.m. and only Sears is open on weekends, thereby the site provides plenty of excess parking spaces to accommodate existing and future usage of the parking lot.

Table 3: Parking Analysis

Business Name and Use	Size (Square Feet)	Required Parking Spaces
706 E. Arrow Hwy. A & B- Brookdale Home Health (Office)	2,600	
706 E. Arrow Hwy. C & D- Apricot Design (Office)	1,870	
706 E. Arrow Hwy. E-Julie Stokes (Office)	960	
754 E. Arrow Hwy. D-Ettie Lee (Office)	4,800	
740 E. Arrow Hwy. C & D- Metquest Home Health Care (Office)	3,133	
740 E. Arrow Hwy. E- Chandler Construction (Office)	2,050	
720 E. Arrow Hwy. B-Alliance Communications (Call Center)	1,000	
720 E. Arrow Hwy. H- All State Insurance (Office)	2,275	
720 E. Arrow Hwy. A- Arrow Hwy Building Storage (Office)	960	
<b>OFFICES</b>	<b>19,648</b>	<b>25</b>
720 E. Arrow Hwy. C, E, & F-Barley Lodge Brewing (Manufacturing)	3,500	
740 E. Arrow Hwy. A-USDA (Food Testing Facility)	1,800	
754 E. Arrow Hwy. C-Combined Graphics (Print Shop)	3,231	
<b>MANUFACTURING AND RESEARCH DEVELOPMENT</b>	<b>8,531</b>	<b>17</b>
754 E. Arrow Hwy. A- Sears Service Center (Retail)	5,280	26
<b>RETAIL</b>	<b>5,280</b>	<b>26</b>

<b>TOTAL</b>	33,459	68
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E. Findings for Conditional Use Permit:

1. That the site for the proposed use is adequate in size and shape to accommodate the use and all yards, spaces, walls and fences, parking, loading, landscaping and other features required by this title to adjust the use with land and uses in the neighborhood

Findings of Fact: The microbrewery is proposed to occupy an approximately 3,360 square feet of vacant tenant spaces within an industrially-zoned property, and the site is surrounded by commercial and industrial land uses. The 2.1-acre rectangular site is developed with a 32,500 square-foot building with 97 parking spaces. The space proposed is appropriate for the small-scale activity allowed by its ABC license for microbreweries. The site has the existing facilities such as loading and parking areas necessary to operate the proposed uses. The on-site tasting comprises a fraction of the indoor manufacturing space and the outdoor patio with minor alterations, would meet all applicable zoning and design provisions.

2. That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.

Findings of Fact: The proposed microbrewery with on-site tasting will occupy a space within a light industrial neighborhood of Arrow Grand Business Park. The business park already has an existing brewery with on-site tasting south of the project site, and that use has not generated appreciable traffic impact on the adjacent streets. North of the property is Arrow Highway, one of the city's main arterial roads. The site is surrounded by Arrow Grand Circle which is the only road that serves the businesses within the Arrow Grand Business Park. Almost all businesses at 720 E. Arrow Hwy close by 5 p.m., and they do not operate during the same hours as the proposed on-site tasting. After 5 p.m., the on-site tasting will be the only business open, thus there will be no additional increase in the traffic generated by the use on adjacent streets.

3. That the proposed use will have no adverse effect on abutting property or the permitted use thereof.

Findings of Fact: The property is surrounded on the, eastern, and southern sides by other light industrial uses within the Arrow Grand Business Park. North of the site are low-slung commercial, medical and industrial lands within the City of Glendora. Within the 720 E. Arrow Hwy building, almost all businesses close by 5 p.m., and do

not operate during the same hours as the proposed on-site tasting. After 5 p.m., the on-site tasting will be the only business open within the building, and generally one of the few within the immediate vicinity of the Arrow Grand Business Park that will operate at night. The operation of Alostia Brewery, a business similar in use and hours within the same business park has not triggered undue adverse impacts on abutting properties. The only properties abutting the site are to the south, 677 and 753 Arrow Grand Circle, both are commercial and light industrial buildings. Both buildings are more than 100 feet from the closest portion of the building site. These buildings face the rear of the 720 E. Arrow Hwy building. The closest residential area is about 900 feet to the east, and the activities are impact to these residents is minimal due to distance and limited operations of the on-site tasting. Several industrial buildings are located in between the project site and these residential areas. The conditions of approval of this CUP would provide the City with adequate safeguards for preventing any problems with the proposed use.

4. That the conditions stated in the decision are deemed necessary to protect the public health, safety and general welfare.:

Findings of Fact: During the course of application review, no concerns regarding the public health, safety, and general welfare were identified. The proposed conditions of approval are necessary to protect the public health, safety and general welfare. The conditions are imposed on the relevant and applicable topics to address known issues, and these conditions are similar and consistent with the conditions imposed on the operations of the neighboring Alostia Brewery. These conditions primarily are on the use, time, hours of operation, and prevention of nuisance.

### **PUBLIC HEARING NOTICE AND NOTIFICATION**

The applicant was given a copy of the staff report with associated attachments. Also, all property owners and occupants within a radius of at least 300 feet from the project site were mailed notices of the Planning commission public hearing on September 12, 2016 a minimum of ten (10) days before the hearing as required by law. In addition, the public hearing notice was published in the San Gabriel Examiner newspaper on September 9, 2016

### **ENVIRONMENTAL DETERMINATION**

Community Development Department staff has determined that the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) and the City's CEQA Guidelines. The project qualifies under the Class 1 exemption pursuant to CEQA Guidelines Section 15301(a) because the project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of an existing private structure and facility,

involving negligible or no expansion of use beyond that existing at the time of this determination of exemption, including interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances. The Planning Commission has reviewed the Community Development Department's determination of exemption, and based on its own independent judgment, concurs in the staff's determinations of exemption. The Planning Commission further determines that there is no substantial evidence that the project will have a significant effect on the environment.

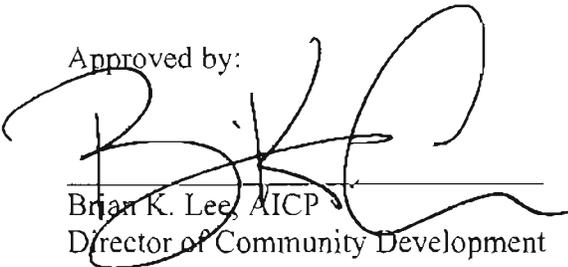
**RECOMMENDATION**

Staff recommends the approval of the amendment Conditional Use Permit CUP 16-012 and Site Plan Review (SPR 15-013) Amendment No. 1 and through the adoption of Resolution No. 2016-26 PC.

Prepared by:

\_\_\_\_\_  
Bryan Fernandez  
Consultant Planner

Approved by:

  
\_\_\_\_\_  
Brian K. Lee, AICP  
Director of Community Development

**EXHIBITS**

- A. Area Map
- B. Application Materials
- C. Project Plans
- D. SPR 15-031 Site Plan Review Approval Letter dated Sept. 2, 2015
- E. Resolution 2016-26 PC with Conditions of Approval

CITY OF COVINA  
NOTICE OF PUBLIC HEARING  
CONDITIONAL USE PERMIT (CUP) 16-012  
720 E. ARROW HWY, UNIT C

SUBJECT SITE

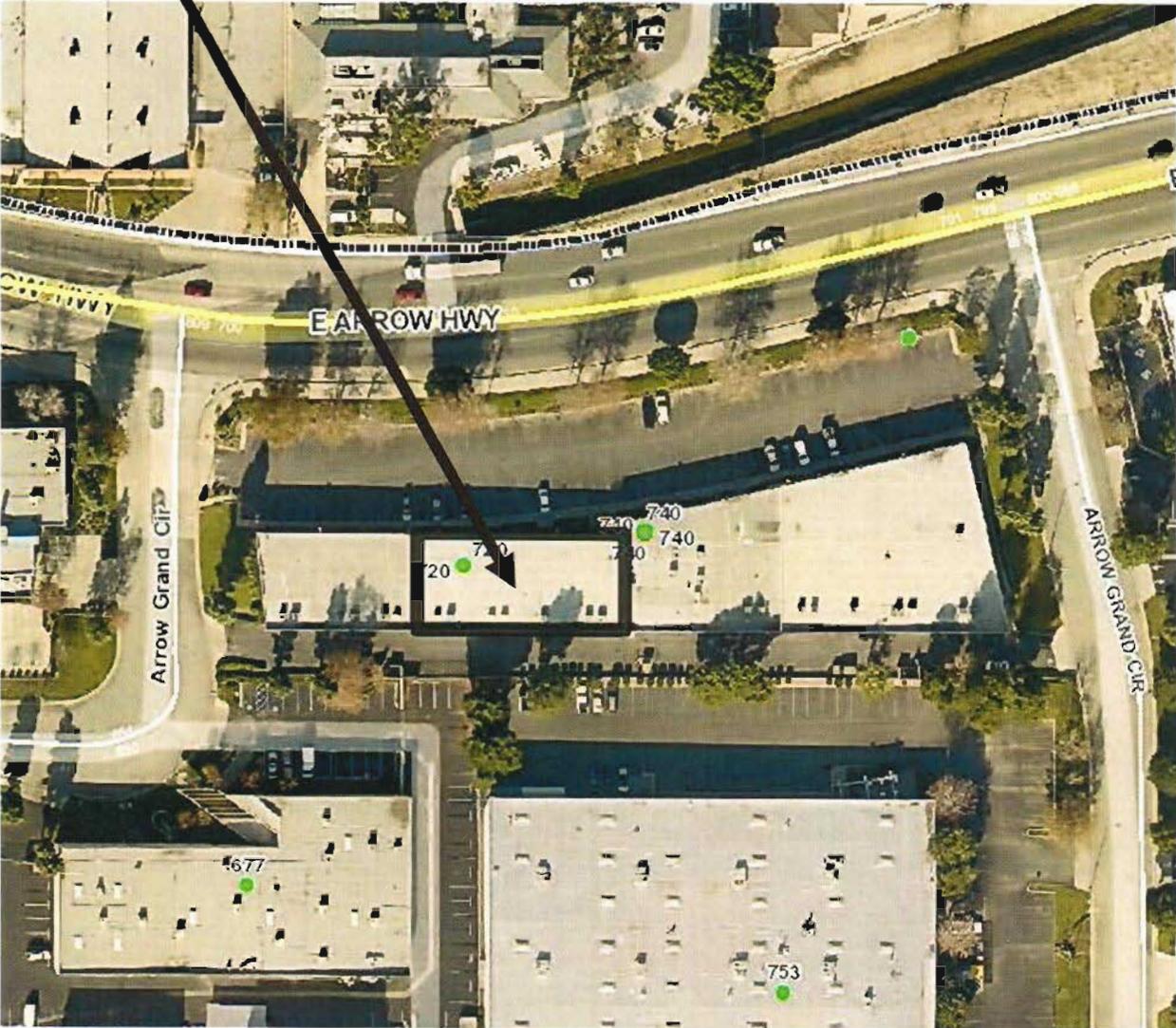


EXHIBIT A

# BARLEY LODGE BREWING



CALIFORNIA CRAFT



Barley Lodge Brewing LLC  
720 E. Arrow Highway, Unit C  
Covina CA 91722

RE: Barley Lodge Brewing LLC CUP Tasting Room

To the Members of the City Planning Department, Planning Commission and City Council Members:

Barley Lodge Brewing LLC ("BLB") is a wholesale craft beer production brewery located at 720 East Arrow Hwy, Unit C, Covina, CA 91722. Proposed total square footage of the brewery will be 3,500 sq. ft. with the tasting room portion occupying approximately 900 sq. ft. adjacent to a 250 sq. ft. patio area. Currently, BLB is manufacturing beer on a 1.5 BBL pilot system, capable of producing approximately 45.5 gallons of beer per batch. At full capacity this system can output approximately 186 gallons every 2 weeks or 4,900 gallons per year. In addition to the current operation of the brewery, BLB wishes to operate a tasting room and patio area with no onsite food service preparation, or kitchen of any kind. BLB will primarily sell beer to wholesalers, restaurants, pubs, bars and special events. In addition to direct wholesale, BLB will use a distributor to reach markets outside Southern California.

BLB will operate the manufacturing side of its business from 5:00am to 2:00am 7 days a week as necessary to fulfill demand. The tasting room would like permission to operate 7 days a week Sundays - Thursdays 10:00 am to 12:00 am with Fridays and Saturdays from 10:00 am to 2:00 am. BLB intends to provide board games and other types of entertainment for children, along with the ability to have lounge singers and 2 TVs for special event broadcasts.

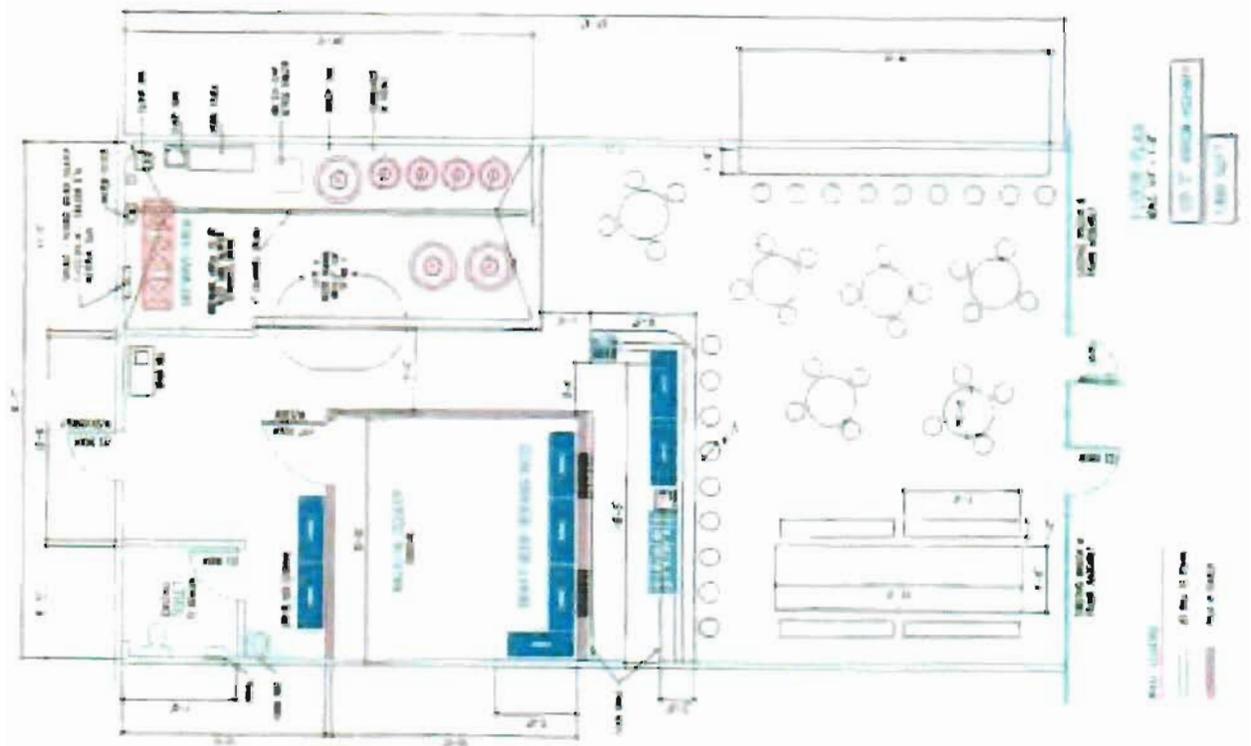
Once demand becomes established, BLB plans to purchase a 15 BBL brewing system. With this purchase, BLB will be capable of producing approximately 13,000 gallons of beer per week and or around 156,000 gallons per year.

Currently all permits have been completed and obtained from ABC and the Alcohol and Tobacco Tax and Trade Bureau (TTB). BLB currently holds a type 23 ABC license that allows for both manufacturing and tasting room operations.

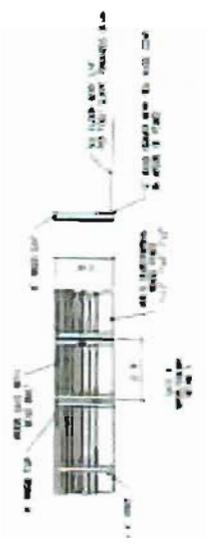
Sincerely,

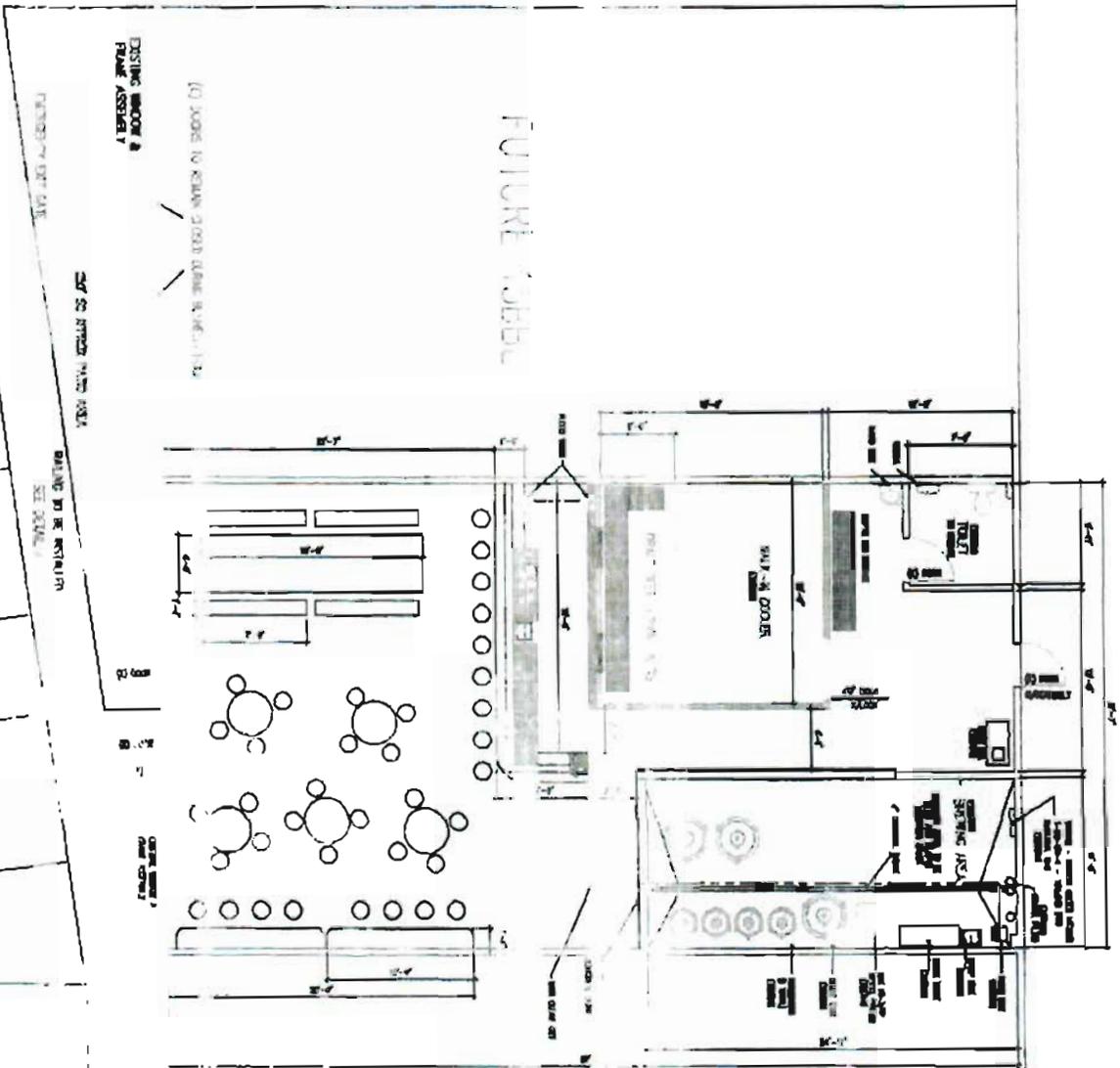
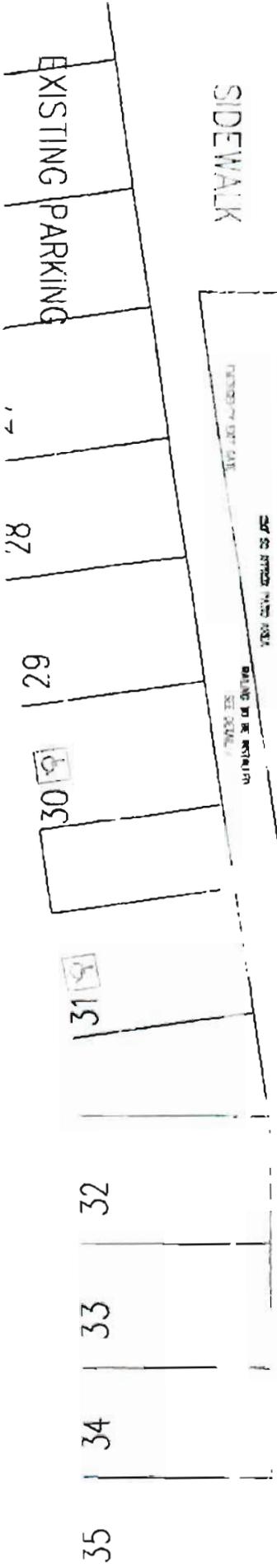
Andrew McIntyre  
Principal Owner





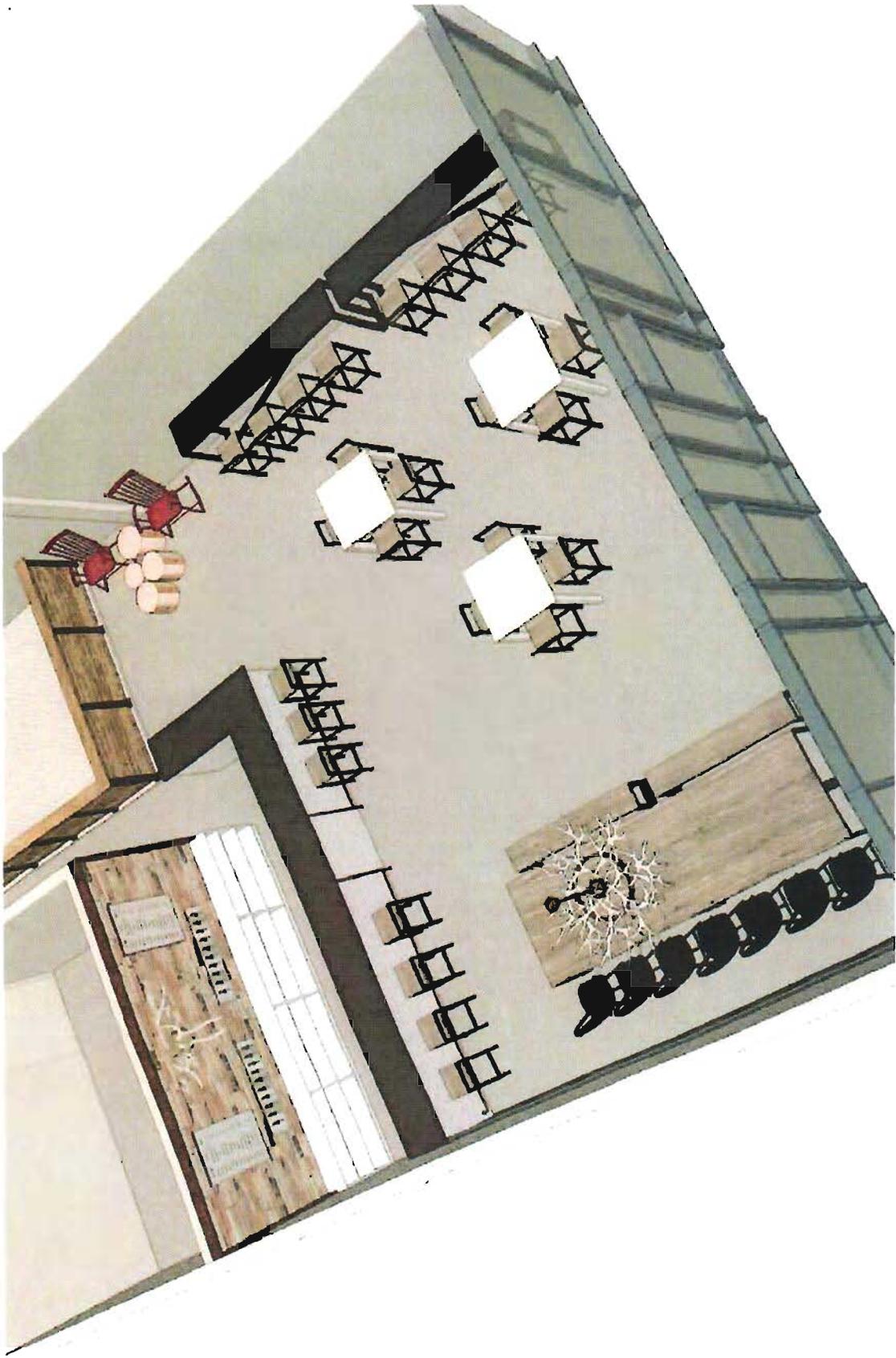
1. ALL DIMENSIONS ARE IN METERS.  
 2. ALL WALLS ARE 120mm THICK.  
 3. ALL FLOORS ARE 120mm THICK.  
 4. ALL CEILING ARE 2400mm HIGH.  
 5. ALL LIGHTS ARE 2400mm HIGH.  
 6. ALL DOORS ARE 2100mm HIGH.  
 7. ALL WINDOWS ARE 2100mm HIGH.  
 8. ALL FURNITURE IS AS SHOWN.  
 9. ALL FIXTURES ARE AS SHOWN.  
 10. ALL MATERIALS ARE AS SHOWN.  
 11. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 12. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 13. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 14. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 15. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 16. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 17. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 18. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 19. ALL WORK IS TO BE COMPLETED BY 15/10/2023.  
 20. ALL WORK IS TO BE COMPLETED BY 15/10/2023.

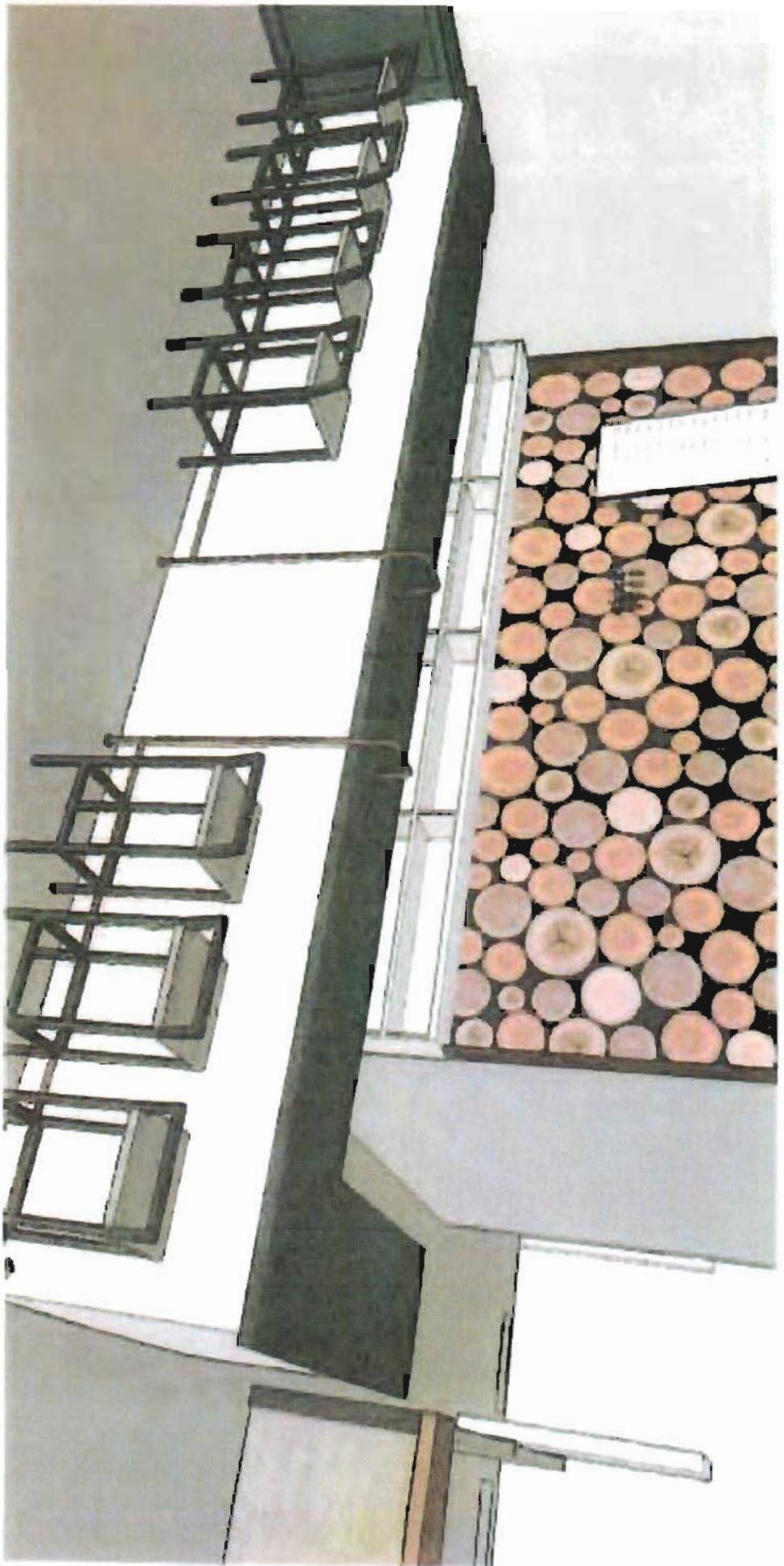


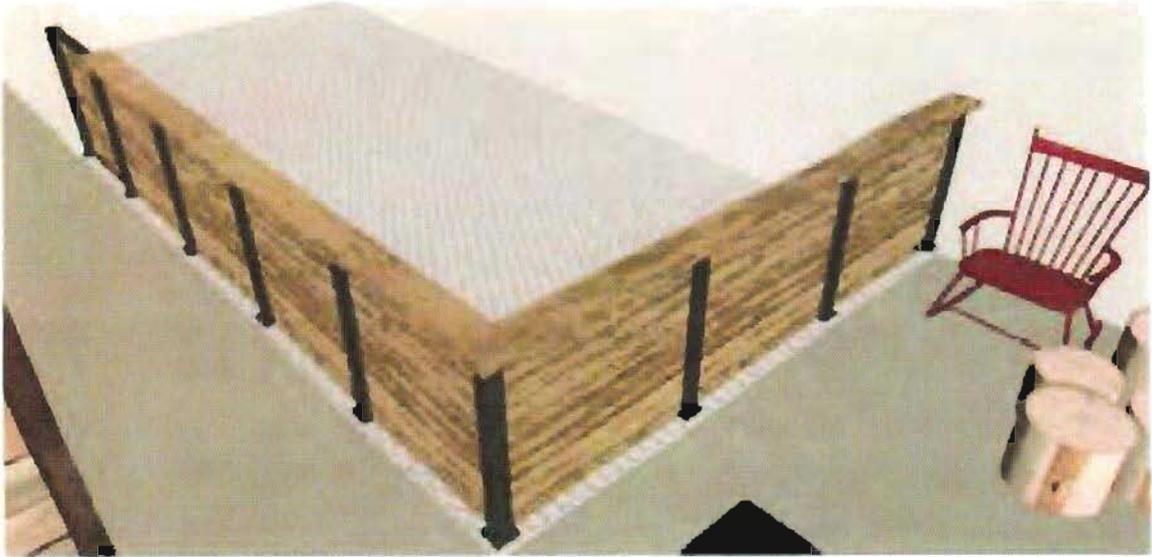


EXISTING BUILDING









\$2,687

POWDER COATED BEAMS  
(X9)

KNOTTY ALDER BASE

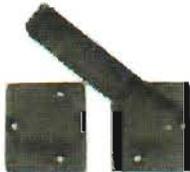
11" TOP HARD MAPLE



KNOTTY ALDER  
TO BE STAINED



HINGES



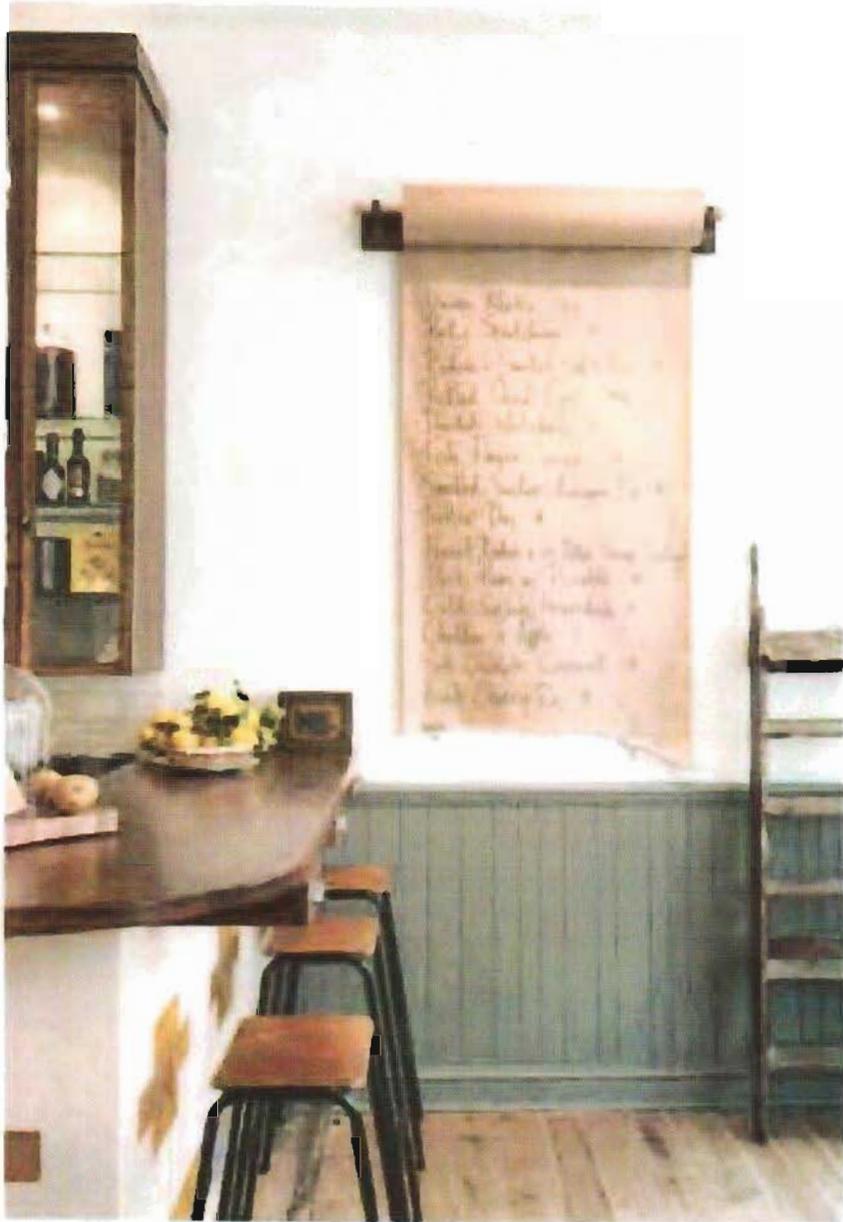
LATCH





♥ 19,013 likes

**magnolia** This mornings colors are Garden Trowel, Soft Landing, and Silverado Sage. Which one is your favorite? See the full collection through the link in profile





TAXIDERMY DUCKS \$100 EACH  
PASADENA ANTIQUE MART



SMALL DEER ANTLERS \$145  
PASADENA ANTIQUE MART



WOOD INDIAN RELIEF \$95  
PASADENA ANTIQUE MART



TAXIDERMY DEER HEAD \$299  
ETSY  
SHOP: TRENDYNEIGHBOR

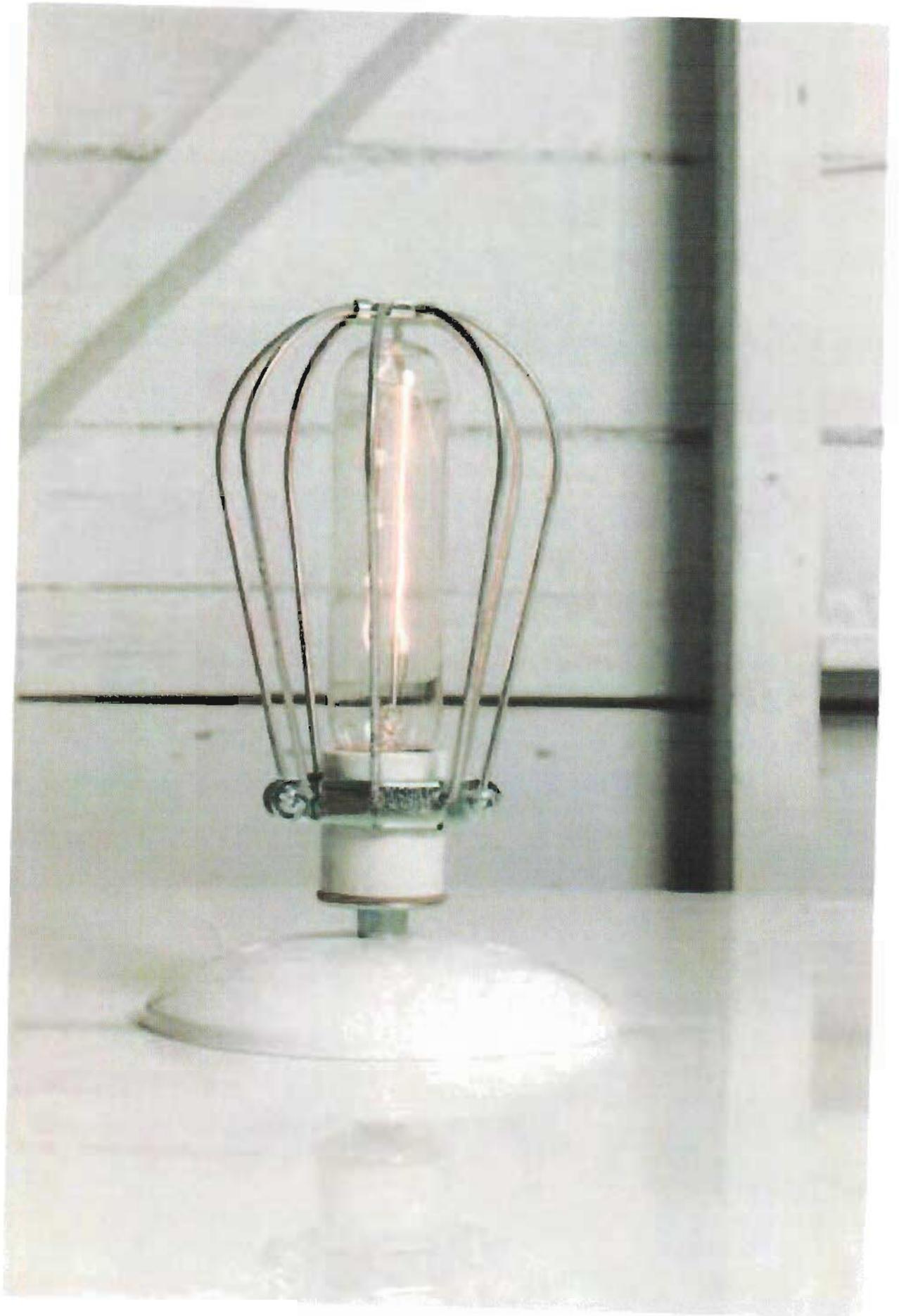


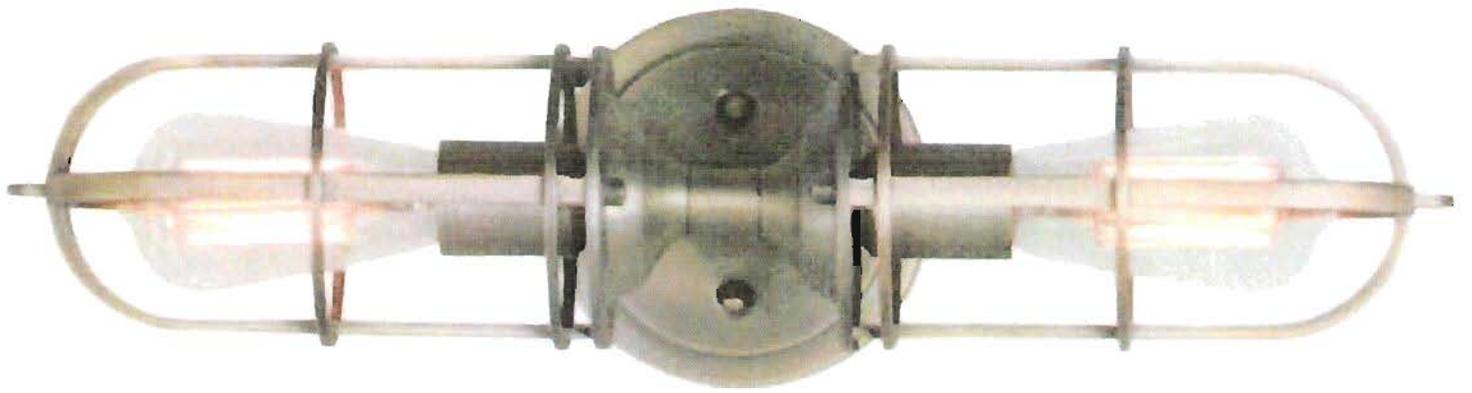
TAXIDERMY \$93.29  
ETSY  
SHOP: KIKIDELIMOGES

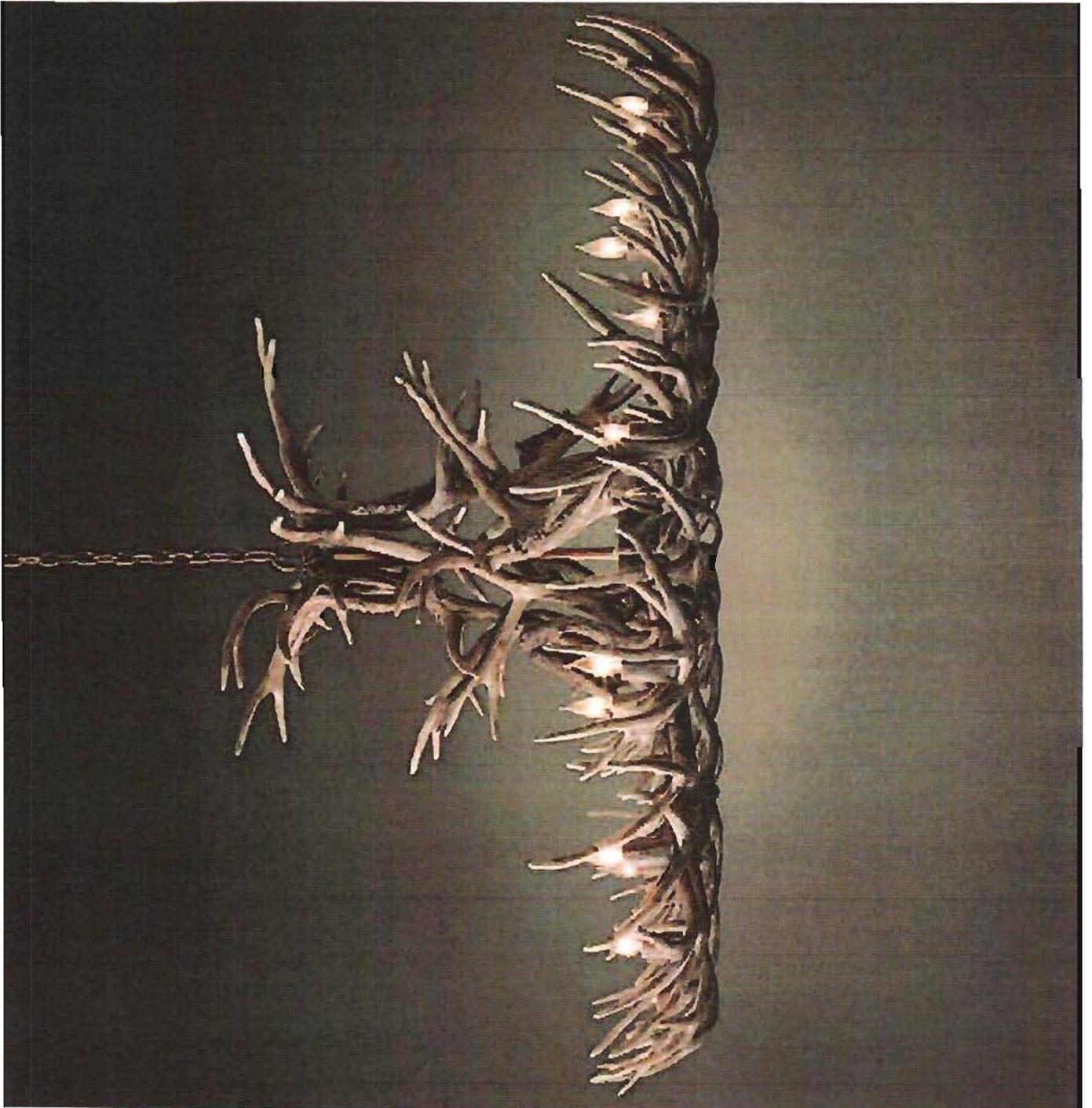


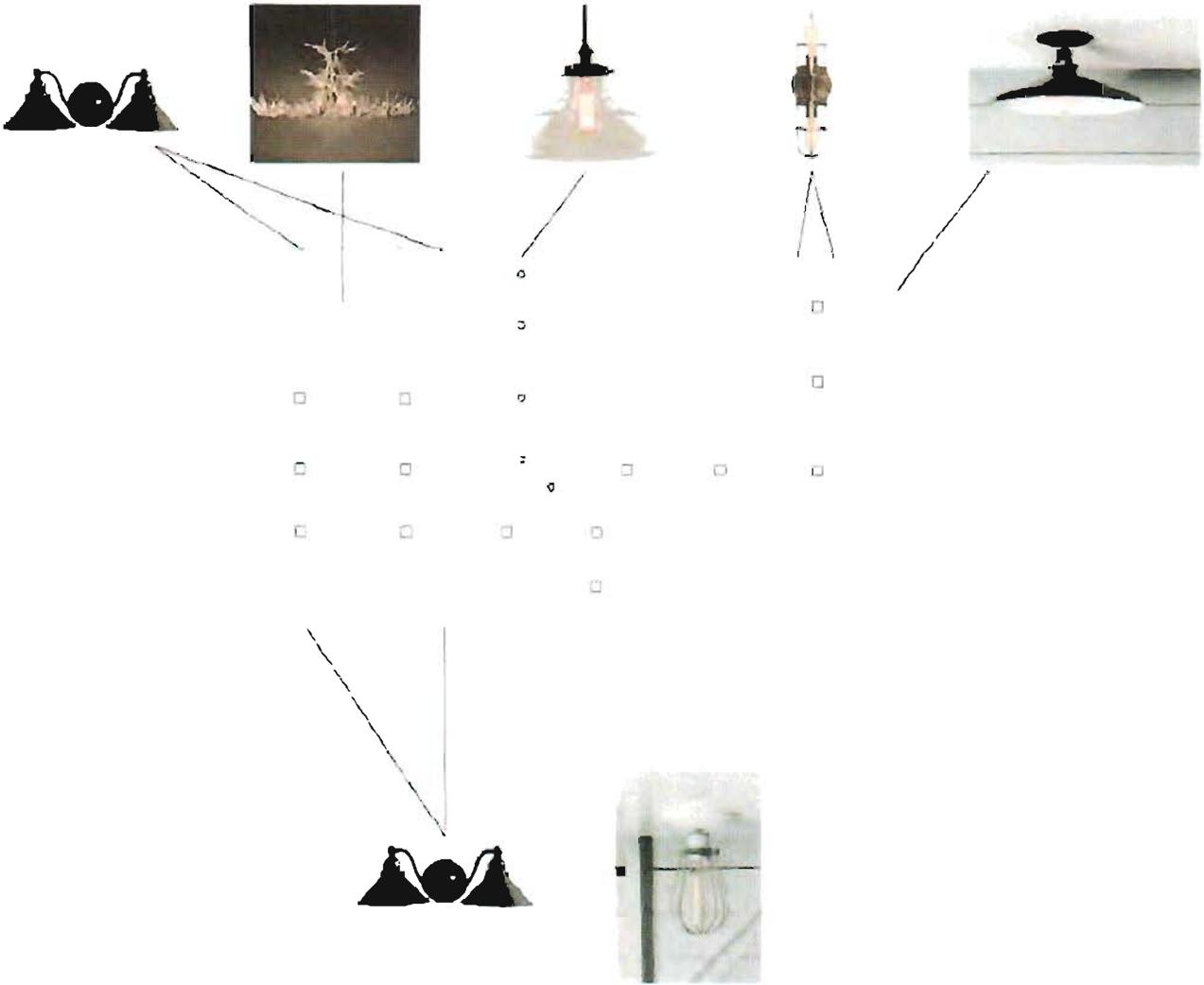
LARGE DEER ANTLERS \$225  
PASADENA ANTIQUE MART







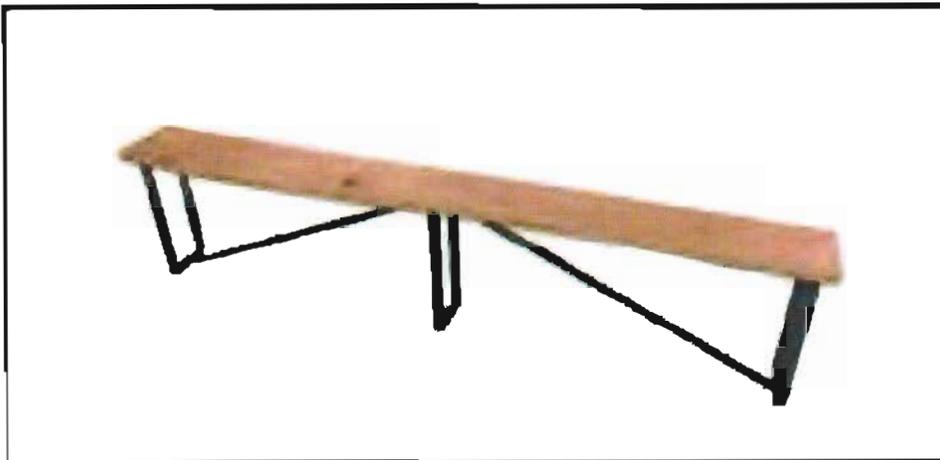




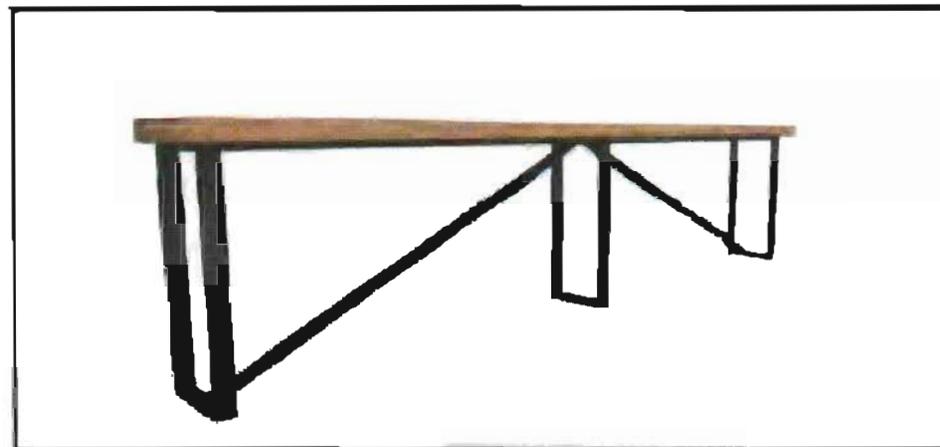
LIGHTING PLAN



SIDE BAR  
POWDER COATED  
METAL BASE WITH  
LIVE WOOD EDGE  
SLAB



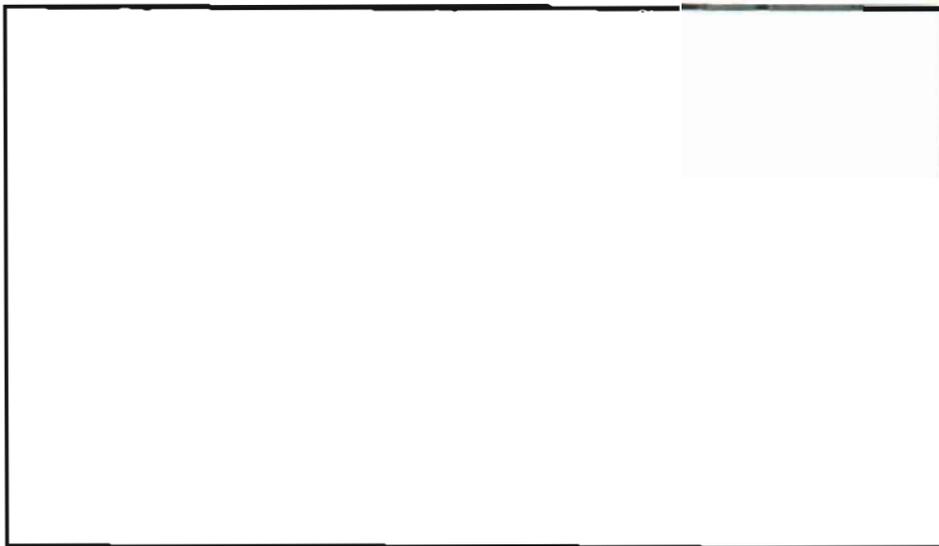
SIDE BAR  
POWDER COATED  
METAL BASE ONLY  
\$347  
SLAB FROM ARROYO  
15'  
\$2,100  
(CAN USE FOR BOTH SIDE  
BARS. DISCOUNTED PRICE  
BECAUSE OF CRACK.)





HIGH TOP TABLE  
POWDER COATED  
METAL TABLE WITH  
METAL TOP

\$347 EACH

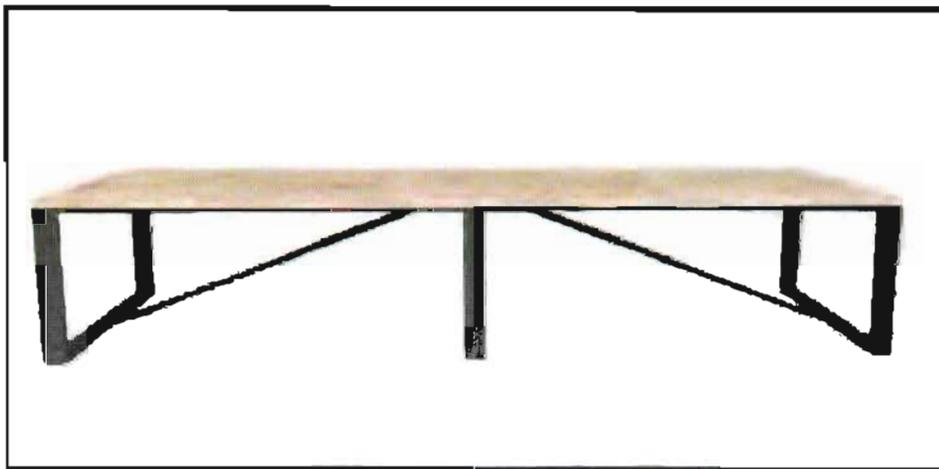




BAR STOOL

POWDER COATED  
METAL BASE WITH  
HARD MAPLE WOOD  
SEAT

\$150 EACH



13' BEER HALL TABLE

POWDER COATED  
METAL BASE WITH  
POPLAR WOOD

\$2,500

POWDER COATED  
METAL BASE WITH  
HARD MAPLE WOOD

\$2,693



TWO 6' BENCHES

POWDER COATED  
METAL BASE WITH  
POPLAR WOOD

\$325 EACH

POWDER COATED  
METAL BASE WITH  
HARD MAPLE WOOD

\$350 EACH

## BUSINESS DESCRIPTION

- When will the "Future 15BBL" be developed?

We plan to include the 15bbl in our initial buildout so you can remove the word future.

- Briefly describe how beer brewing process works within the space, from the delivery of raw products to process to loading and distribution of beer.

Manufacturing materials are delivered by truck and off loaded by fork lift and then placed inside through the rollup door. The beer brewing process takes on average 16 days to complete. Our brewer plans to brew from 4:00 am to 12:00 pm, then from 12:00pm to 5:00pm a cleanup crew will get the facility ready for the next day's brewing. We would like to operate the Tasting room from 5:00pm to 12:00 am Sunday – Thursday and from 5:00pm to 2:00 am on Friday and Saturday. Finished product will then be stored onsite in our walk in cooler. Wholesale beer will then be loaded on to trucks at various times during the day for distribution across Southern California.

- State whether there will be table service anywhere as part of the business.

Beer in the tasting room will be primarily served at the bar but we also plan to have 1 to 2 servers.

## PARKING

- Update the square footage provided for the existing and proposed uses.

The total square footage of the business will be 3,500 sf. with an additional 250 sf. patio area. Currently we are occupying 720 E. Arrow Hwy Unit C which is 1,980 sf. In unit C we are currently approved to manufacture and wholesale beer from a small pilot system which produces around 500 kegs per year. The additional 1,520 sf. comes from 720 E. Arrow Hwy Units E & F where we plan to place our larger system that will produce roughly 7,500 kegs a year.

### Existing

Brew Area: 240sf.  
Cooler: 225sf.  
Restrooms: 50 sf.  
Hallways: 265 sf.  
Tasting area: 1140 sf.  
**Total: 1920 sf.**

### Proposed

Brew Area: 1580sf.  
Cooler: 225sf.  
Office and grain area: 190 sf.  
Restrooms: 100 sf.  
Hallways: 265 sf.  
Tasting area: 1140 sf.  
Patio: 250 sf.  
**Total : 3,500 sf.**

- Provide the square footage of each tenant space of the building, their respective uses, and days and hours of operations. State if any of the space is vacant.

All of the business are open Monday-Friday 8:00am – 5:00 pm. Sears is also open on the weekends 8-5.

706 E. Arrow Hwy. A & B – Brookdale Home Health (administrative office) 2,600 sf.

706 E. Arrow Hwy. C & D – Apricot Design (engineering design office) 1,870 sf.

706 E. Arrow Hwy. E – Julie Stokes (office) – 960 sf.

720 E. Arrow Hwy. A – Arrow Hwy Building Storage. 960 sf.

720 E. Arrow Hwy. B – Alliance Communications (call center) 1,000 sf.

720 E. Arrow Hwy. C, E & F – Barley Lodge Brewing 3,500 sf.

720 E. Arrow Hwy. H – All State Insurance 2,275 sf.

740 E. Arrow Hwy. A – USDA (food testing facility) 1,800 sf.

740 E. Arrow Hwy. C & D – Metquest Home Health Care (administrative office) 3,133 sf.

740 E. Arrow Hwy. E – Chandler Construction (office) 2,050 sf.

754 E. Arrow Hwy. A – Sears Service Center 5,280 sf.

754 E. Arrow Hwy. C – Combined Graphics (print shop) 3,231 sf.

754 E. Arrow Hwy. D – Ettie Lee (administrative office for an adoption agency) 4,800 sf.

#### DESIGN GUIDELINES

- The site is in a high visibility location on Arrow Highway. Provide either details/drawings or narrative broadly describing the conceptual exterior treatments, in particular, the patio enclosure.

The patio enclosure will be constructed to match the interior enclosure around the small pilot system. The enclosure will be built from 42" high powder coated steel 4"x 4" post with 2"x 6" wood planks painted in a grey elastomeric paint bolted to the posts.

**From:** [Andy's email](#)  
**To:** [Bryan Fernandez](#)  
**Subject:** Re: Barley Lodge Brewery Conditions (Police)  
**Date:** Tuesday, September 20, 2016 12:42:23 PM

---

It is included

Sent from my iPhone

On Sep 20, 2016, at 12:24 PM, Bryan Fernandez <[BFernandez@covinaca.gov](mailto:BFernandez@covinaca.gov)> wrote:

Thanks. Do you need to get a separate ABC retail license for that, or is that included in the Type 23?

B

---

**From:** Andy's email [<mailto:amac4usc@aol.com>]  
**Sent:** Tuesday, September 20, 2016 7:46 AM  
**To:** Bryan Fernandez  
**Subject:** Re: Barley Lodge Brewery Conditions (Police)

Yes we plan to sell bottles and cans in the future.

Thanks

Andy

Sent from my iPhone

On Sep 20, 2016, at 7:41 AM, Bryan Fernandez <[BFernandez@covinaca.gov](mailto:BFernandez@covinaca.gov)> wrote:

Good morning Andy,

We're wrapping up the staff report. One question: Will you have off-site sale, i.e., people can buy beer there for off-site consumption? Thanks!

Bryan

---

**From:** Andrew McIntyre [<mailto:amac4usc@aol.com>]  
**Sent:** Monday, September 12, 2016 10:34 AM  
**To:** Bryan Fernandez  
**Cc:** Nancy Fong; [bryanf@migcom.com](mailto:bryanf@migcom.com); Brian Lee  
**Subject:** RE: Barley Lodge Brewery Conditions (Police)

1. We are going to have 2 brewing areas, the small pilot system on the west side and the larger production system on the east side. The larger system is going to be completely separated from the

tasting room by a demising wall with an access point through a 5' wide opening towards the rear of the suit near the restrooms. Public accesses to the larger system will be prohibited. The smaller system will act as more of a ambiance setter for the tasting room and is protected by a 6 inch concrete curb with a 42" steel and special wood painted barrier. The barrier was designed in connection with the Alcohol and Tobacco Tax and Trade Bureau to meet their standards.

2. The fermentation process is occurring 24 hours a day 7 days a week. The brewing of the wort and mash will occur from 4:00am to 12:00pm.
3. 12 different styles of beer
4. We currently have a pilot system with 4 tanks that are 6' high and hold 1 ½ kegs with 2 additional tanks that are 7' high that hold 3 kegs. The new production system will have 4 30bbl fermentation tanks that will be 12' high and can each hold 60 kegs with 2 additional 15bbl fermenters that are 10' high and can each hold 30 kegs. We plan to have in the production system 6 fermenters, a hot and cold liquor tank 10' high, a 30 bbl brew system 10 ' high and a 30bbl brite tank 10' high.
5. I'm open to suggestion please tell me what you would like to see, maybe a wrought iron powder coated fence. Please share with me why the indoor enclosure is not conducive to an outdoor application? The indoor system was designed to withstand extreme moisture environments and rigorous cleaning. The McIntyre Company will not use exposed rough wood on outside applications due to our extensive history with property management and knowledge of materials that do not hold up well outside. The property is a concrete tilt up structure so whatever we do we must match the existing architecture and keep it in line with the Industrial look of the property.

**From:** Bryan Fernandez [<mailto:BFernandez@covinaca.gov>]

**Sent:** Wednesday, September 07, 2016 6:04 PM

**To:** Andrew McIntyre <[amac4usc@aol.com](mailto:amac4usc@aol.com)>

**Cc:** Nancy Fong <[NFong@covinaca.gov](mailto:NFong@covinaca.gov)>; [bryanf@migcom.com](mailto:bryanf@migcom.com)

**Subject:** FW: Barley Lodge Brewery Conditions (Police)

Hi Andy,

The attached conditions are from the POLICE department only, other departments have not finalized conditions.

As a follow-up to the questions from last week:

1. Are there no walls separating the brewing areas and the tasting



# Standard Application Form – 1

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

### Applicant Information

Name of Proposed Project: <u>Barley Lodge Brewing LLC</u>	Staff Use Only
Project Address: <u>720 E Arrow Hwy. Covina CA 91722</u>	MUNIS NO: <u>6633</u>
Assessor's Parcel Number: <u>8405-003-032</u>	FILE NO: <u>16-012</u>
Phone: <u>(714) 332 2978</u>	E-Mail: <u>andrew@themcintyreco.com</u>
Applicant Name: <u>Andrew McIntyre</u>	
Applicant Address: <u>370 E Rowland St Covina CA 91723</u>	
Property Owner Name: <u>WLM-AH LLC</u>	
Property Owner Address: <u>370 E Rowland St Covina CA 91723</u>	

### Project Type

Please check the type of project review requested. If you are applying for more than one review you may check all that apply.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Artificial Turf Permit            | <input type="checkbox"/> Planned Community Development (PCD)                             | <input type="checkbox"/> Tree Preservation Permit<br><input type="checkbox"/> Minor |
| <input type="checkbox"/> Administrative Use Permit         | <input type="checkbox"/> PCD Amendment   | <input type="checkbox"/> Vacation of Alley, Easement, Street                        |
| <input checked="" type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Public Convenience or necessity (ABC)                           | <input type="checkbox"/> Variance   |
| <input type="checkbox"/> Development Agreement             | <input type="checkbox"/> Site Plan Review-Major  | <input type="checkbox"/> Variance (Minor)   |
| <input type="checkbox"/> General Plan Amendment            | <input type="checkbox"/> Site Plan Review-Minor (Residential)                            | <input type="checkbox"/> Zoning Ordinance Amendment/ Zone Change                    |
| <input type="checkbox"/> Historic Structure Designation    | <input type="checkbox"/> Site Plan Review-Minor (Non-Residential)                        | <input type="checkbox"/> _____<br>(Other)   |
| <input type="checkbox"/> Lot Line Adjustment               | <input type="checkbox"/> Tentative Parcel Map<br><input type="checkbox"/> Time Extension | <input type="checkbox"/> _____<br>(Other)   |
| <input type="checkbox"/> Pre-Application Review            | <input type="checkbox"/> Tentative Tract Map<br><input type="checkbox"/> Time Extension  |   |

### Project Description

Detailed Description of Proposed Project (Attach Additional Sheets if Necessary)

On site tasting with existing micro brewery.

### Owner Certification

I certify that I am presently the legal owner of the above described property. Further, I acknowledge the filing of this application and certify that all of the above information is true and correct. If applicant is different from the legal property owner, a property owner's authorization form must accompany this application.

Date: 7-19-16 Signature: Andrew McIntyre

Print Name and Title: Andrew McIntyre Managing Partner

### STAFF USE ONLY

Date Received: <u>8-2-16</u>	Received by: <u>Alan Carter</u>	Fees: <u>\$2,867.00</u>	Receipt No: <u>105422</u>
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# Standard Application – 2

## Property Owner's Authorization Form

Community Development Department – Planning Division  
 125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**List the name(s) and address(es) of all property owner(s).**

- Owner Name: WLM-AH, LLC  
 Complete Address: 370 E Rowland St Covina CA 91723  
 Email: andrew@thecityreco.com Phone: 626 332 2978
- Owner Name: \_\_\_\_\_  
 Complete Address: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_
- Owner Name: \_\_\_\_\_  
 Complete Address: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Certification Statement**

This letter shall serve to notify you and certify that I/we am/are the legal owner(s) of the property described in the attached application and do hereby authorize:

Applicant's Name: Barley Lodge Brewing LLC Phone: 626 332 2978  
 Applicant's Complete Address: 370 E. Rowland St Covina CA 91723 Email: \_\_\_\_\_

To file and present my our interest for the referenced application(s): \_\_\_\_\_

Name (printed): Andrew McIntyre  
 Title: President/owner Date: 7-19-16

Signature: Andrew McIntyre



# Standard Application – 3

## Project Description Form

Community Development Department – Planning Division  
 125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**The following information must be completed and submitted with new applications: (Print or type all information entered)**

### A. General Information

Project Address or Assessor's Parcel Number: 8405-003-032  
 Site Area: 2.09 acres Building Area: 34324 Building Height: 18' No. of Floors: 2  
 Total anticipated number of employees: 4 Max shift: \_\_\_\_\_ Hours of operation: \_\_\_\_\_  
 Does the business involve the sale of any food or beverages?  No  Yes  
 Will the project be built in phases?  No  Yes If YES, a phasing plan is required to be submitted.  
 Will any permits be required from agencies other than the City (including a Hazardous Materials Business Plan)?  
 No  Yes If yes, list: Type 23 license ABC  
 Will the project use, store, or dispose of potentially hazardous chemicals, materials, toxic substances, flammables or explosives?  No  Yes If yes, describe: \_\_\_\_\_  
 If any of the above answers are YES, please describe in detail on a separate sheet.

### B. Existing Land Uses of the Subject and Surrounding Properties

Subject property: Light Industrial / Manufacturing  
 North: same  
 East: same  
 South: same  
 West: same

### C. Physical Site

Will the project modify existing natural features?  No  Yes If YES, please describe in detail on a separate sheet?  
 Estimated cubic yards of grading involved in the project:  None  Cut = \_\_\_\_\_ Fill = \_\_\_\_\_  
 What is the maximum height and grade of constructed slopes? \_\_\_\_\_

### D. Archaeological/Historical

Is the project located in an area of archaeological or historical sensitivity as identified in the Covina General Plan?  
 No  Yes If YES, please describe in detail on a separate sheet.

### E. Flora and Fauna

Describe the types of vegetation and trees in the project area: \_\_\_\_\_  
 \_\_\_\_\_  
 Number of Oak trees on the site: 0 Number of Oak trees to be removed: 0 a Tree Permit application must be obtained  
 Describe the types of wildlife found in the project area: \_\_\_\_\_  
 \_\_\_\_\_

F. Noise

Will the project increase noise levels within the project area of surrounding neighborhood?

No  Yes If YES, please describe in detail on a separate sheet

Will the project increase the amount of light, vibration, dust, ash, smoke, or odors during construction or after development?  No  Yes If YES, please describe in detail on a separate sheet.

G. List of Attached Environmental Reports

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person for environmental: \_\_\_\_\_ Phone: \_\_\_\_\_  
Environmental firm: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

H. Certifications

Government Code Section 65962.5 requires the Planning Division to make available to applicants the most current list of "Identified Hazardous Waste Sites" from the State Office of Planning and Research. The list is available on the web at [www.dtcs.ca.gov](http://www.dtcs.ca.gov) under Mandated Web Site Postings.

All applicants must complete and sign the following statement in order for the Planning Division to deem the application complete.

"I, Andre McIntyre, certify that I have reviewed the list of "Identified Hazardous Waste Sites" from the Office of Planning and Research and have determined that the site that is the subject of this application is not on said list."

I hereby certify that to the best of my ability, the statements furnished above and the exhibits submitted with this application present the data and information required for this initial evaluation and that the facts, statements, and information presented are true and correct to the best of my knowledge. Furthermore, I understand that failure to provide the plans and information required may result in this application not being accepted as complete for planning and processing.

Name (printed): Andre McIntyre Date: 7-19-16  
Signature: Andre McIntyre  
Representative for: Barkley Edge Brewing LLC & WLM AH LLC  
Title: Managing Partner / President



# Standard Application Project Contact List

Community Development Department – Planning Division  
125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**The following information must be completed and submitted with new applications: (Print or type all information entered)**

Project Location: 720 E Arrow Hwy		Staff Use Only FILE NO.:
Applicant: Barley Lodge Brewing LLC		MUNIS:
Primary Contact Person: Andrew McIntyre		RELATED FILES:
Address: 370 E Rowland St Covina 91723		
Phone: 626 332 2978	Fax: 626 966-1274	E-mail Address: andrew@barleylodge.com

Secondary Contact Person: (Please Specify Name, Company, Title)

Address:

Phone: Fax: E-mail Address:

Legal Property Owner: WLM-A H, LLC

Address: 370 E Rowland St Covina

Phone: 626 332 2978 Fax: 626 966-1274 E-mail Address:

Architect: Contact Person:

Address:

Phone: Fax: E-mail Address:

Engineer Don Divian Contact Person:

Address: 100 N. BAVANCA

Phone: 626 966 8200 Fax: (626) 966-8255 E-mail Address: ddivian@ddiengineering.com

Landscape Architect Contact Person:

Address:

Phone: Fax: E-mail Address:



# Standard Application Non-Residential Project Summary Table

Community Development Department – Planning Division  
125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

## PROJECT INFORMATION

Project Name: Barley Lodge Brewing LLC  
 Project Address: 720 E Arroyo Hwy Covina CA 91723  
 General Plan: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

## PROJECT AREA

Gross	2.09	Acres
Net (Exclusive of dedication for major external and secondary streets)	2.09	Acres

## AREA DISTRIBUTION (Net Area) Acres/Sq. FT. % of Net Project Area

AREA DISTRIBUTION (Net Area)	Acres/Sq. FT.	% of Net Project Area
Building Coverage	37%	
Landscape Coverage		
Vehicular Coverage (Including parking, drive aisles, etc.)		
Floor Area Ratio		

## FLOOR AREA DISTRIBUTION BY PROPOSED USE (Based on Net Area)

Area of Building Pad	No. of Stores	Gross Floor Area	Proposed Use
33,000 s.f.			

## PARKING ( Calculate Each Use Within a Building Separately)

Type of Use	Parking Ratio	# Spaces Req.	# Spaces Provided
Manufacturing	3/1000 s.f.		97
<b>Total:</b>			



# Standard Application

## Residential Project Summary Table (5 or more Lots/Units)

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**PROJECT INFORMATION**

Project Name: \_\_\_\_\_  
 Project Address: \_\_\_\_\_  
 General Plan: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**PROJECT AREA**

Gross	Acres
Net (Exclusive of dedication for major external and secondary streets)	Acres

DWELLING UNITS (Based on Net Area)	Number	Net Density
Single Family Detached		
Duplex		
Multi Family		
Bachelor		
One Bedroom		
Two Bedroom		
Three Bedroom		
Four Bedroom		
Total:		

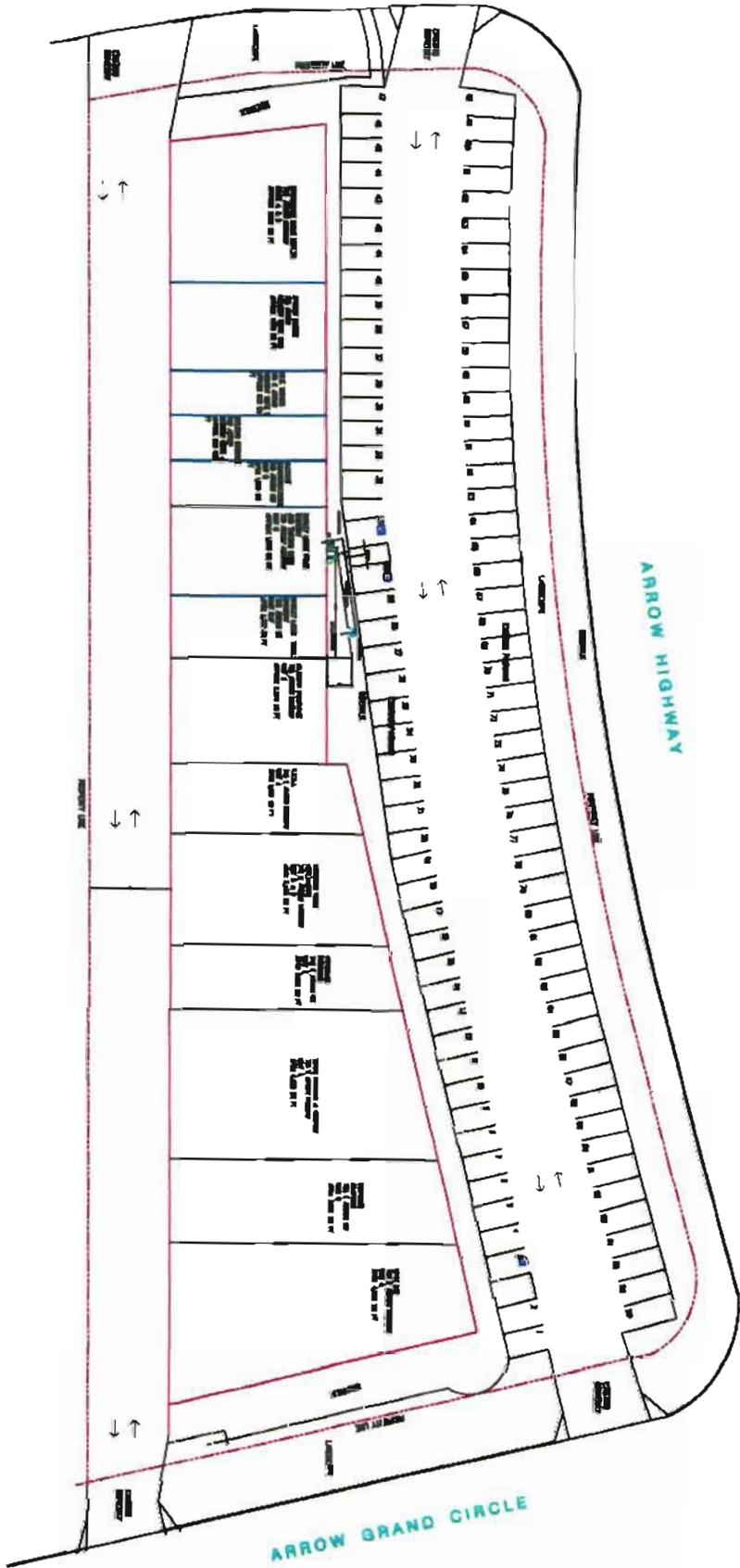
AREA DISTRIBUTION (Based on Net Area)	Acres/Sq. Ft.	% of Net Project Area
Building Coverage		
Landscape Coverage		
Common Open Space		
Private Open Space		
Usable Open Space (Common + Private)		
Floor Area Ratio		

PARKING	Parking Ratio	# of Units	Spaces Req'd	Spaces Provided
Single Family Detached				
Duplex				
Multi Family				
Bachelor				
One Bedroom				
Two Bedroom				
Three Bedroom				
Four Bedroom				
Guest Parking				
Total:				





ARROW GRAND CIRCLE



ARROW HIGHWAY

ARROW GRAND CIRCLE

SITE PLAN



**REYNOS**  
 Design

100 N. CHASE  
 CHANDLER, AZ 85226  
 (480) 948-8800  
 www.reynos.com



SP1

SYMBOL	DESCRIPTION
	EXISTING
	PROPOSED
	...
	...
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	...
	...
	...
	...

DATE: 10/1/2011  
 DRAWN BY: J. SMITH  
 CHECKED BY: M. JONES  
 PROJECT NO: 11-001



# CITY OF COVINA

125 East College Street • Covina, California 91723-2199

Planning Division

September 2, 2015

Andrew McIntyre  
370 E. Rowland Street  
Covina, CA 91722

**SUBJECT:** COMPLETION OF APPLICATION SITE PLAN REVIEW (SPR) 15-031  
REQUEST TO OPERATE A WHOLSAL BREWERY AND TO PERFORM A  
MINOR INTERIOR TENANT IMPROVEMENT TO AN EXISTING 1,869-  
SQUARE FOOT VACANT COMMERCIAL SPACE AT 720 EAST ARROW  
HIGHWAY, SUITE C (APN 8405-033-032)

Dear Mr. McIntyre:

Congratulations. Your project proposal has successfully completed the City's development review process, and approval has been granted. The approval is for the operation of a wholesale brewery at 720 East Arrow Highway, Suite C (within the Arrow-Grand Industrial Park). The Conditions of Approval are attached to the letter.

Your next step is to submit construction plans and associated documents for the proposal to the Building and Safety Division to commence the Plan Check process. Once Plan Check is successfully completed and all requirements of Building and Safety and other departments have been addressed, building permits for the project will be issued.

We sincerely hope that your experience with the City's overall development review process has been and will continue to be a positive one. If you have any questions regarding the Conditions of Approval below, feel free to contact me at (626) 384-5454.

Sincerely,

CITY OF COVINA

Alan Carter  
City Planner

EXHIBIT D (8 pages)

cc: Brian K. Lee, Director of Community Development  
Nancy Fong, Community Development Consultant  
Vidal F. Marquez, Assistant Planner  
Steven Patterson, Contract Building Official  
Siobhan Foster, Director of Public Works  
Vivian Castro, Environmental Services Manager  
Joslyn Blakely, Environmental Services Analyst  
John Curley, Lieutenant, Police Department  
Stephanie Stabio, Planner, Police Department  
Dean Dospital, Water Services Supervisor, Public Works

CITY OF COVINA  
COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION  
CONDITIONS OF APPROVAL  
FOR SITE PLAN REVIEW (SPR) 15-031

- A. The Applicant shall contact the Community Development Department, Planning Division at 626-384-5450, for compliance with the following Conditions of Approval:
1. This approval is for a) the operation of a wholesale brewery only, involving the manufacturing, storage, and wholesale distribution of beer-associated items (no on-site tasting for any customers or the general public shall be permitted or the business shall not be open to or provide any retail, walk-up business-associated services to the general public) and b) the minor interior improvement of the existing 1,869-square tenant space, as depicted in the associated submitted project plans.
  2. The storage of the beer-associated items that are manufactured on the premises shall be done in a manner meeting all applicable City requirements and any requirements from Los Angeles County or the State.
  3. All wholesale brewery-related loading and unloading activities shall be done in a manner that does not interfere with any business-related activities on this property or on any adjacent site.
  4. The applicant shall obtain any necessary approvals and licenses from the State of California Department of Alcoholic Beverage Control (ABC) for a small wholesale brewery and shall abide by all requirements thereof.
  5. The applicant shall obtain any necessary approvals and licenses from the Los Angeles County Health Department for the preparation of beverages for a small wholesale brewery and shall abide by all requirements thereof.
  6. Any proposed on-site tasting for any customers or the general public or any retail, walk-up business-associated services to the general public shall not occur unless a) City Ordinance No. 13-2023 (adopted by the City Council on July 16, 2013), which established a 1,000-foot distance restriction between any retail-focused beer tasting-related uses in the underlying Arrow-Grand Industrial Park, is amended to reduce the distance restriction, and b) this business obtains a Conditional Use Permit (as required under Ordinance No. 13-2023) and meets all applicable requirements.
  7. All previously-approved (permanent) zoning-related applications for the property and the Arrow-Grand Business Park shall remain applicable, except where the applications have been expressly superseded by the Conditions of Approval noted herein.

8. The site shall be developed, used, and maintained in accordance with the approved project plans, which include site plans, architectural elevations, and exterior materials and colors, on file in the Planning Division, all representations of record, the Conditions of Approval contained herein, the Zoning Ordinance, and the Covina Design Guidelines.
9. Minor modifications to this approval that are determined by the City Planner or his/her designee to be in substantial conformance with the approved project plans and that do not intensify or change the use or require any deviations from adopted standards may be approved by the City Planner upon submittal of an administrative application and required fee.
10. Any proposed changes in the permitted use and/or (where City approval is warranted) property improvements shall first be reviewed and approved by the Planning Division and, if necessary, other City departments and the Los Angeles County Fire Department.
11. The project has been determined by the Planning Division to be Categorically Exempt from environmental review under Section 15301(a) of the California Environmental Quality Act (CEQA) Guidelines (minor improvements to existing commercial facilities). If a Notice of Exemption is filed with the City, then the period during which legal challenges can be filed based upon violations of CEQA would be reduced from 180 days to 35 days. To file the Notice of Exemption, please contact the Planning Division.
12. If any provision of this approval is held or declared to be invalid, the approval shall be void and the privileges granted hereunder shall lapse.
13. The applicant shall defend, indemnify and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this permit approval, which action is brought within the applicable time period of Government Code Section 65009. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim, action or proceeding, or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City.
14. The applicant shall reimburse the City for any court and attorney's fees which the City may be required to pay as a result of any claim or action brought against the City because of this grant. Although the applicant is the real party in interest in an action, the City may, at its sole discretion, participate at its own expense in the defense of the action, but such participation shall not relieve the applicant of any obligation under this condition.

15. This approval shall expire one year from the date of this letter if building permits have not been issued or approved or if the expanded use has not commenced and a time extension has not been granted.
16. The applicant shall successfully complete the Plan Check process of the Building Division and shall address all requirements noted under Section B below. The construction plans that are submitted for review and approval under Plan Check shall conform to the approved project plans associated with this Site Plan Review application. In addition, these Conditions of Approval shall be included in any final construction plans for which a building permit would be issued.
17. The project plans shall meet all applicable requirements for persons with disabilities, including, but not limited to, property access identification, parking stall and unloading area dimensions, path of travel, and building access, and shall be submitted for review and approval to the Building Division under the Plan Check process (please contact the Building staff for any specific questions or requirements in this area).
18. Final project approval shall not be granted until such time that the Building Division determines that all California Building Codes have been met. The applicable building shall be inspected for compliance prior to this approval.
19. Prior to final project approval, the City Planner or her/his designee shall inspect the property and certify that the site and uses comply with all of the terms and conditions of this approval.
20. All construction-related, -associated, and other activities occurring on the property shall conform to the provisions of the City of Covina Noise Ordinance (Chapter 9 40 of the Covina Municipal Code) and to any other applicable provisions of the Covina Municipal Code and the Covina Design Guidelines. The Noise Ordinance, among other things, restricts construction prior to 7:00 a.m. and after 8:00 p.m. and on Sundays and legal holidays.
21. The installation of a security/alarm system is required as per Section 8.20.065 of the Covina Municipal Code. Please coordinate this activity with the Police Department.
22. Any proposed temporary or permanent signs shall be reviewed under separate permit application submittal and shall meet the Industrial Park sign criteria, underlying industrial sign requirements and/or Covina Design Guidelines.
23. Ordinance requirements not herein listed are still applicable.
24. Any proposed changes to street trees shall first be reviewed and approved by the Public Works Department Streets Division.

25. The existing trash bin enclosures on the property shall meet the applicable requirements of the City, which call for decorative block construction with solid metal self-closing gates.
26. Parking lot illumination shall comply with the standards of the Covina Design Guidelines, which generally require a minimum of 1.0 foot-candle of illumination in parking and other areas. In addition, any new exterior lighting shall be installed and oriented in a manner that prevents any glare onto surrounding streets and properties, and the lighting style shall conform to current building improvements.
27. Any project-related grading and all on site-related drainage (during construction and following project completion) shall continue to meet the standards of the Public Works Department.
28. All improvements shall be constructed in good workmanlike manner, consistent with the standard best practices of the subject trade and in a manner acceptable to the City.
29. The site, building, landscaping, and all other improvements shall be maintained in a sound, healthy, and attractive condition free of weeds, visible deterioration, graffiti or other conditions which violate the Municipal Code.
30. The City shall have the reasonable right of entry to inspect the premises to verify compliance with the conditions of approval and the Covina Municipal Code.
31. The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition imposed by this Site Plan Review or any provision of Covina's Municipal Code or the Covina Design Guidelines shall be paid by the applicant.

**B. The Applicant shall contact Community Development Department, Building Division at 626-384-5460 for compliance with the following Conditions:**

**After you have successfully completed the Planning Division's plan review process your plans should be ready for submitting (or resubmitting) to the Building Division for review of State and local Building Code requirements. These are general comments intended to prepare the applicant for a successful and expeditious plan review through the Building Division. Please be prepared to address the following items:**

1. Submit 5 sets of complete plans including any proposed utilities and earthwork; two sets shall be "stamped approved" by the Covina Planning Division and include the Building Section's comments for consultant review. This project must comply with the 2013 California Building Standards and 2013 energy code.

2. Two sets each of any structural and energy calculations shall be submitted with the above mentioned plans. All calculations must bear an original signature from the documented author.
3. This project must comply with Federal and State Accessibility requirements to and throughout the building. Include compliance methods and structural details on the plans. Demolition and renovations activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403) The ACM report shall be prepared by an accredited testing laboratory in accordance with SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with your permit application for all renovations and demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has been approved by the SCAQMD, a formal demolition plan and permit must be obtained from the Building Division.

SCAQMD Headquarters, 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381

4. The Los Angeles County Fire Department needs to review your construction plans, to expedite this process you will need to contact one or more of their Regional plan check office(s): Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.

Regional plan check offices for the Los Angeles County Fire Department:

Glendora Office, Building Plan Review Only  
231 W. Mountain View Avenue  
Glendora, CA 91740  
(626) 963-0067

Commerce Office, Sprinkler & Alarm Plan Review  
5823 Rickenbacker Road  
Commerce, CA 90040-3027  
(323) 890-4125

Commerce Office, Land Development / Access  
5823 Rickenbacker Road  
Commerce, CA 90040-3027  
(323) 890-4243

5. Please provide an additional digital copy (pdf preferred) of the building floor plan, elevations, and site plan to be submitted to the LA County Assessor. This copy should be in sufficient detail to allow the assessor to determine the square footage of the building and, in the case of residential buildings, the intended use of each room.

6. For additional information, please contact the LA County Assessor's, Public Service Desk at 888-807-2111.
  7. Construction activity within 500 feet of a residential zone is prohibited between the hours of 8:00 pm and 7:00 am and on Sundays and Holidays unless otherwise permitted by the City.
  8. The Building Division plan check process may address additional concerns.
- C. The Applicant shall contact Public Works Department, Environmental Section, Vivian Castro, Environmental Manager, at 626-384-5480, for compliance with the following Conditions:**
1. Non-Domestic Wastewater Disposal Permit may be required due to floor sink, cooler and shop sink.
  2. Class A IWP, fee \$226 due with new business license. Existing business in City, no application fee required.
- D. The Applicant shall contact Public Works Department, Water Division, Dean Dospital, Water Services , at 626-384-5623, for compliance with the following Conditions:**
1. Install backflows as needed if water service is jointly used preventing cross-connection.
- E. The Applicant shall contact Covina Police Department, Stephanie Stabio, Police Department Planner, at 626-384-5623, for compliance with the following Conditions:**
2. The zoning location of the proposed brewery does not allow for on-site tasting. Therefore, no tasting will be conducted at the location.
  3. Because the request is for light manufacturing and distribution, no special events will take place at the location.
  4. The location will remain strictly for manufacturing and keg production.
  5. No bottling will take place at the location.
  6. No on-site consumption beyond the manufacturing.

RESOLUTION NO. 2016-026 PC

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA APPROVING A CONDITIONAL USE PERMIT (CUP 16-012) AND SITE PLAN REVIEW (SPR 15-031) AMENDMENT#1 TO OPERATE ON-SITE TASTING COMPOSED OF A 1,140 SQUARE-FOOT TASTING ROOM AND 250 SQUARE-FOOT OUTDOOR PATIO AREAS IN CONJUNCTION WITH AN EXISTING MICROBREWERY, LOCATED AT 720 E. ARROW HWY, UNITS C, E, AND F (ARROW GRAND BUSINESS PARK) (APN: 8405-003-029)**

WHEREAS, Andy McIntyre, the Applicant has filed an application for approval of Site Plan Review (SPR 15-031) Amendment #1 and a Conditional Use Permit (CUP 16-012), to operate on-site tasting composed of a 1,140 square-foot tasting room and 250 square-foot outdoor patio areas in conjunction with an existing microbrewery located at 720 E. Arrow Hwy, Units C, E, and F, Covina, California, 91723; and

WHEREAS, on September 27, 2016, the Planning Commission conducted a duly noticed public hearing, at which time oral and written evidence along with a written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date.

**NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the September 27, 2016 public hearing, the staff report, the oral presentation, and related documents submitted to the Planning Commission prior to and at the public hearing, the Planning Commission hereby finds and determines as follows:

**a. Conditional Use Permit**

1. That the site for the proposed use is adequate in shape and size to accommodate the proposed use.

Facts: The microbrewery is proposed to occupy an approximately 3,360 square feet of vacant tenant spaces within an industrially-zoned property, and the site is surrounded by commercial and industrial land uses. The 2.1-acre rectangular site is developed with a 32,500 square-foot building with 97 parking spaces. The space proposed is appropriate for the small-scale activity allowed by its ABC license for

microbreweries. The site has the existing facilities such as loading and parking areas necessary to operate the proposed uses. The on-site tasting comprises a fraction of the indoor manufacturing space and the outdoor patio with minor alterations, would meet all applicable zoning and design provisions.

2. That the use will have no adverse effects on the abutting properties.

Facts: The proposed microbrewery with on-site tasting will occupy a space within a light industrial neighborhood of Arrow Grand Business Park. The business park already has an existing brewery with on-site tasting south of the project site, and that use has not generated appreciable traffic impact on the adjacent streets. North of the property is Arrow Highway, one of the city's main arterial roads. The site is surrounded by Arrow Grand Circle, which is the only road that serves the businesses within the Arrow Grand Business Park. Almost all businesses at 720 E. Arrow Hwy close by 5 p.m., and they do not operate during the same hours as the proposed on-site tasting. After 5 p.m., the on-site tasting will be one of two businesses open, thus there will be no additional increase in the traffic generated by the use on adjacent streets.

3. That the approval of such application shall be made subject to conditions of approval deemed necessary to ensure the protection of adjacent property and the public health, safety and general welfare.

Fact: The property is surrounded on the, eastern, and southern sides by other light industrial uses within the Arrow Grand Business Park. North of the site are low-slung commercial, medical and industrial lands within the City of Glendora. Within the 720 E. Arrow Hwy building, almost all businesses close by 5 p.m., and do not operate during the same hours as the proposed on-site tasting. After 5 p.m., the on-site tasting will be one of two businesses open within the building, and generally one of the few within the immediate vicinity of the Arrow Grand Business Park that will operate at night. The operation of Alost Brewery, a business similar in use and hours within the same business park has not triggered undue adverse impacts on abutting properties. The only properties abutting the site are to the south, 677 and 753 Arrow Grand Circle, both are commercial and light industrial buildings. Both buildings are more than 100 feet from the closest portion of the building site. These buildings face the rear of the 720 E. Arrow Hwy building. The closest residential area is about 900 feet to the east, and the impacts to these residents will be minimal due to distance and limited operations of the on-site tasting. Several industrial buildings are located in between the project site and these residential areas. The conditions of approval of this CUP would provide the City with adequate safeguards for preventing any problems with the proposed use.

4. That the conditions stated in the decision are deemed necessary to protect the public health, safety and general welfare. Such conditions may include:

1. Regulation of use,

2. Special yards, spaces and buffers,
3. Fences and walls,
4. Surfacing of parking areas subject to city specifications,
5. Requiring street, service road or alley dedications and improvements or appropriate bonds,
6. Regulation of points of vehicular ingress and egress,
7. Regulation of signs,
8. Requiring landscaping and maintenance thereof,
9. Requiring maintenance of the grounds.
10. Regulation of noise, vibration, odors, etc.,
11. Regulation of time for certain activities,
12. Time period within which the proposed use shall be developed,
13. Duration of use,
14. And such other conditions as will make possible the development of the city in an orderly and efficient manner and conformity with the intent and purposes set forth in this title.

During the course of application review, no concerns regarding the public health, safety, and general welfare were identified. The proposed conditions of approval are necessary to protect the public health, safety and general welfare. The conditions are imposed on the relevant and applicable topics to address known issues, and to be compatible and consistent with the operations of Alostia Brewery, the neighboring brewery. These conditions are primarily imposed on the use, time of use, and duration of use, and to prevent nuisances. However, all other topics were analyzed to ensure that the conditions have addressed a broad range of effects that the project might have.

**b. Site Plan Review**

1. All provisions of the Zoning Ordinance are complied with.

Facts: The site improvements under consideration herein, the key elements of which would be structure size/location, vehicle accessibility, parking areas, and landscaping, satisfy the development standards of the M-1/PCD zone and overlay and other provisions of the Covina Municipal Code (CMC).

2. The basic project elements are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and no adverse effects will occur on surrounding properties.

Facts: North of the property is Arrow Highway, one of the city's main arterial roads. The site is surrounded by Arrow Grand Circle, which is the only road that

serves the businesses within the Arrow Grand Business Park. These businesses close by 5 p.m., and do not operate during the same hours as the proposed on-site tasting. After 5 p.m., the on-site tasting will be one of two businesses open, thus there will be no additional increase in the traffic generated by the use on adjacent streets.

3. The project design conforms to the General Plan and any Design Guidelines or Specific Plan that may be applicable to the project.

Facts: The project would comply with the goals, policies, and objects of both the General Plan and the Covina Design Guidelines. This will be achieved through the implementation of certain Conditions of Approval regarding limits on permitted uses and activities, and the requirement for any exterior work, including the outdoor patio to comply with the Design Guidelines.

4. The project design is harmonious, consistent, and complete within itself and functionally and visually compatible with neighboring land uses.

Facts: There is no substantial exterior work being proposed by the applicant except for the addition of the 250 square-foot outdoor patio for on-site tasting purposes. Upon approval of the proposed conditions, the proposed project would be functionally and visually compatible with other developments within the immediate vicinity.

5. The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community.

Facts: The proposed onsite tasting inside the brewery facility and within the outdoor patio area together with the conditions of approval would not have an impact on the desirability and stability of the neighborhood and community.

6. Proposed lighting is so arranged as to reflect the light away from adjoining properties.

Facts: New exterior lighting during nighttime will be required for the outdoor patio area. All exterior lighting is required to comply with the design-related provisions of the Zoning Code and the Design Guidelines. A detailed lighting plan will be submitted, as conditioned, to ensure compliance with applicable safety and security requirements.

7. Proposed signs will not, by size, location, color, or lighting, interfere with traffic or limit visibility.

Facts: Any new or modified signage will be reviewed separately for compliance with applicable Zoning Code requirements.

SECTION 3. Community Development Department staff has determined that the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) and the City's CEQA Guidelines. The project qualifies under the Class 1 exemption pursuant to CEQA Guidelines Section 15301(a) because the project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of an existing private structure and facility, involving negligible or no expansion of use beyond that existing at the time of this determination of exemption, including interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances. The Planning Commission has reviewed the Community Development Department's determination of exemption, and based on its own independent judgment, concurs in the staff's determinations of exemption. The Planning Commission further determines that there is no substantial evidence that the project will have a significant effect on the environment.

SECTION 4. Based upon the findings and conclusion set forth in Sections 1, 2, and 3 above, the Planning Commission hereby approves the application:

- a. The Conditional Use Permit, CUP 16-012, is hereby approved, subject to the Conditions of Approval set forth in the written record before the Commission incorporated here and attached hereto as Exhibit "A."
- b. The amendment to Site Plan Review, SPR 15-031 Amendment #1, is hereby approved, subject to the Conditions of Approval set forth in the written record before the Commission incorporated here and attached hereto as Exhibit "A."
- c. The Secretary of the Planning Commission is directed to serve, by first-class mail, written notice of this decision to the Applicant within five (5) days.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** by the members of the Planning Commission of the City of Covina at a regular meeting thereof held on the 27<sup>th</sup> day of September 2016.

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CHAIRMAN CHARLES HODAPP  
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 27<sup>th</sup> day of September 2016, by the following vote of the Planning Commission:

AYES:

NOES:

ABSENT:

ABSTAIN:

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COVINA PLANNING COMMISSION SECRETARY

**EXHIBIT A**  
**RESOLUTION NO. 2016-026 PC AND CONDITIONS OF APPROVAL FOR**  
**SITE PLAN REVIEW (SPR) 15-031 AMENDMENT NO. 1 AND CONDITIONAL**  
**USE PERMIT (CUP) 16-012**  
**AS RECOMMENDED FOR APPROVAL TO THE PLANNING COMMISSION ON**  
**SEPTEMBER 27, 2016**  
**APN: 8405-003-029**

**CONDITIONS OF APPROVAL**

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Development Applications:

1. Resolution No 2016-026 PC, approving the amendment to SPR 15-031 Amendment No. 1, and CUP 16-009, to operate on-site tasting composed of a 1,140 square-foot tasting room and 250 square-foot outdoor patio areas in conjunction with an existing microbrewery located at 720 E. Arrow Hwy, Units C, E, and F, Covina, California, 91723.
- 

**ALL OF THE FOLLOWING CONDITIONS APPLY TO THE PROJECT**

**A. TIME LIMITS:**

1. **Conditional Use Permit (CUP) 16-012 and Site Plan Review (SPR) 15-031:** The approvals shall expire one year from the date of application approvals by the Planning Commission if the approved use has not commenced. The use shall be considered to have commenced, when, after meeting all applicable requirements of the conditions of approval and the relevant codes, a valid building permit has been issued by the City of Covina to perform the tenant improvements proposed under CUP 16-012 and SPR 15-031 (Amendment #1).

**B. OPERATIONAL REQUIREMENTS:**

1. This approval will not be effective for any purposes until the Applicant and the Property Owner have filed with the Planning Division an affidavit stating that they are aware of and agree to accept all of the conditions of this grant.
2. The approval granted for SPR 15-031 is for related interior tenant improvement required for the activities and uses approved under CUP 16-012. The approval of SPR 15-031 shall be contingent upon the approval of CUP 16-012.
3. The approval granted for CUP 16-012 as conditioned is for on-site tasting of beer produced on-site in conjunction with a microbrewery pursuant to its existing Type 23 license issued by the California Department of Alcohol Beverage Control (ABC).

4. The hours of the on-site tasting and sale for off-site consumption of alcohol shall be no earlier than 5:00 pm and no later than 10:00 pm. Sunday- Thursday, and 5:00 pm to 12:00 am, of the following day, on Friday and Saturday.
5. On-site tasting is only allowed in conjunction with an operational microbrewery with an active Type 23 ABC license. The size of the outdoor patio shall not exceed that of the indoor on-site tasting. All on-site tasting areas (indoors and outdoors) shall not exceed the size of the floor area of the microbrewery. Alcohol sales and consumption is prohibited within any brewing area.
6. If the establishment engages in activities not permitted by this CUP or by the zone regardless of the activities allowed by the ABC license, the CUP will be either subject to revocation, require a new CUP application, or be prohibited outright unless the code is amended.
7. The location and size on-site tasting areas shall be consistent with the plans reviewed and conditionally approved by the Planning Commission on the date stated on this Resolution.
8. Alcohol served for on-site tasting shall be manufactured on-site, and it is limited to beer. Beer manufactured by another local brewery operating with a valid Type 23 license may be served on a limited basis and only in conjunction with an activity or events permitted under Chapter 17.62.190 (Administrative conditional use permits).
9. No kitchen is allowed within the tenant space. No type of dining establishment shall operate without amending this CUP.
10. The purchase of alcohol manufactured by the brewery for off-site consumption shall be allowed only in conjunction with the operation of a microbrewery and on-site tasting. No alcohol shall be made available for off-site sale and consumption by the public outside the approved hours of operation.
11. The applicant shall obtain an outdoor dining/display permit prior to setting out any tables or chairs, furniture, or serving alcohol beverages in the proposed outdoor dining areas. The outdoor area shall be consistent with Chapter 11.26 (Sidewalks) and 17.57 (Outdoor Dining and Display). All outdoor furniture, menus and advertisements must be cleared out and stored inside or disposed of every night at closing. No live entertainment or amplified music is allowed on the outdoor patio area.
12. The outdoor patio area shall be designed to the satisfaction of the Director of Community Development that is compatible with the Covina Design Guidelines, and consistent with the Covina Municipal Code regulations on walkway widths, ADA accessibility, and dimensions. The patio enclosure shall be well-designed, and that

the enclosure shall be built to provide sufficient transparency so as not to conceal activities behind the enclosure or the tenant space.

13. All service of alcoholic beverages will cease 30 minutes prior to any closing time, or as set forth in an applicable license issued by the Department of Alcohol and Beverage Control (“ABC”), whichever is more restrictive.
14. The sale of more than two alcoholic beverages (including “beer buckets”) to a single patron at one time for on-site consumption, without satisfactory verification that the purchase is for a group of adults physically present at the time of the sale.
15. The establishment shall maintain a valid California Alcohol and Beverage Control (ABC) license for a microbrewery with onsite tasting (Type 23) at all times to serve alcohol. Any action taken by the ABC that would render the establishment unable to serve or manufacture alcohol shall cause to be null and void any entitlements approved herein.
16. All customers shall enter the establishment through front doors facing Arrow Highway. The rear facing doors shall be utilized only for emergency exits, deliveries and for employee arrival and departure from work.
17. The establishment shall post clearly on the entrances, at the bar, and within the restrooms the following information on a single notice: the numbers of locally-serving taxicab companies, the location of the closest car-sharing or taxicab pick-up and drop-off areas, the hours of services of locally-serving public transportation, and the names of locally-serving transportation network companies with available online dispatch capabilities.
18. A valid Type 23 ABC license shall be obtained prior to the Time Limit outlined in Condition A.1. The status of the Type 23 ABC license within that Time Limit must allow the establishment to serve alcohol consistent with this CUP.
19. Façade modifications shall be in conformance with Covina Design Guidelines so that the building style and signage convey the site as one unit. If façade changes require a building or any other City department review of permits, then those must be obtained and completed to their satisfaction. A separate sign permit shall be required.

**C. POLICE DEPARTMENT:**

1. The owners, operators, managers and all employees shall adhere to and obey all State laws and City ordinances relating to the service, consumption and possession of alcoholic beverages. Any violations of State laws or City ordinance will be presented to the District Attorney's office for prosecution and will be grounds for revocation or modification of this permit.

2. The owners or operators will be responsible for ensuring they are in compliance with the restrictions, provisions and guidelines of their license from the State of California Alcoholic Beverage Control Board in regards to the ratio of alcoholic beverages sales to food sales.
3. The brewery and on-site tasting will comply with the Covina Police Department in its Entertainment Permit process when/if applicable.
4. No alcoholic beverages or their containers, such as bottles and glasses, will be present other than in the beer storage area after 10:00 pm Sunday-Thursday, or 12:00 am Friday and Saturday.
5. Only on-duty employees will be allowed inside the establishment during non-operating hours.
6. The owners, operators, managers, and all employees shall adhere to and obey all State laws and City ordinances relating to the service, consumption, and possession of alcoholic beverages. Any violations of State laws or City ordinances will be presented to the District Attorney's office or applicable prosecuting entity, for prosecution and will be grounds for revocation or modification of this permit.
7. The owners, operators, or managers, shall cooperate with all police investigations regarding crimes that occur at the location or are as a result of conduct while at the location. This cooperation includes, but is not limited to, allowing access to view video images and providing recordings of video images of any activity deemed important by any officer of the department investigating a crime that is alleged to have occurred on the premises or as result of conduct occurring at the premises.
8. The owners or operators will be responsible for ensuring they are in compliance with the restrictions, provisions and guidelines of their license from the State of California Alcoholic Beverage Control Board in regards to the ratio of alcoholic beverages sales to food sales.
9. The owners, operators, management staff, and employees shall allow for the inspection of the premises by members of the Covina Police Department at any time when there are employees present inside the location.
10. At no time will any security personnel, whether employed by a private company or licensed by the City or employed by the restaurant, be armed with any type of firearm.
11. The owners, operators, or managers shall, subject to approval of the Police Department, develop a plan to monitor the area surrounding the location for trash and other discarded items that impact public health and to maintain the cleanliness of the parking lots, sidewalks, and the property of adjacent business owners.

12. The owners, operators, or managers shall, subject to approval of the Police Department, develop a plan to ensure that all exterior locations are adequately and safely illuminated during hours of darkness.
13. The owners, operators, or managers shall ensure that all occupancy levels mandated by the Los Angeles County Fire Department and the Covina Building Division are strictly enforced and adhered to. At any time that the occupancy is in question, the Police Department Watch Commander can contact the Los Angeles County Fire Department and/or the Covina Building Division in order to determine if the occupancy level is over the allowed number of occupants.
14. The owner or operator shall contract with a security company for security personnel or hire security personnel as employees.
  - a. If the owner or operator chooses to hire a security company, the security company must be licensed to operate in both the State of California and the City of Covina. Additionally, all employees who are assigned to work the premises must be licensed by the State of California as security guards and be in good standing throughout their time of employment.
  - b. In the event the owner or operator or manager provide their own security personnel, all personnel must be employed only as security personnel and not have other responsibilities while acting in that capacity. Additionally, all employees acting as security personnel must be licensed and in good standing with the State of California through their time of employment.
15. The Police Department may, after meeting with owners or managers of the establishment, increase the number of required security personnel or planned events or incidents where the police department determines that the number of on-duty security personnel is deficient.
16. At no time will any security personnel, whether employed by a private company or licensed by the City or employed by the establishment, be armed with any type of firearm.
17. The Covina Police Department requests the following language be placed into the Conditional Use Permit:

PLEASE TAKE FURTHER NOTICE that if a breach of a condition of this Permit (which is a public nuisance – pursuant to Chapter 8.40 of the Covina Municipal Code) results in an imminent hazard to persons or property, the Police Chief or other authorized official may, if necessary to summarily abate the nuisance, require a cessation of your business operations or a closure of the premises pursuant to Section 8.40.180 [Emergency Action to Abate an Imminent Hazard] of the Covina Municipal Code. That section states in part as follows:

A. Notwithstanding any provision of the Covina Municipal Code to the contrary, the Police Chief, the Fire Chief, or the building official, or any of their designees, may cause a public nuisance to be summarily abated if it is determined that the nuisance creates an imminent hazard to a person or persons, or to other real or personal property.

**D. FIRE DEPARTMENT:**

1. Occupancy load shall be posted. CFC Section 1004.3.
2. Exit signs shall be internally or externally illuminated at all times. CFC Section 1011.3.
3. Exit signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss. CFC 1011.6.3.
4. (In a power failure) the means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied. CFC Section 1006.1.

**E. GENERAL REQUIREMENTS:**

1. Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
2. The property and all improvements, including landscaping, must be maintained in a sound, healthy, and attractive condition free of weeds, visible deterioration, graffiti, debris and/or other conditions that violate the Covina Municipal Code.
3. The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation

measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.

4. Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of building permit issuance.
5. The site shall be developed and maintained in accordance with the approved plans on file with the Community Development Department, all representations of record made by the applicant(s), the conditions contained herein, the Covina Municipal Code, and the Covina Design Guidelines. In addition, any future proposed changes or modifications in the design of any site component approved herein shall not proceed without City approval.
6. If new exterior lighting is proposed, a detailed lighting plan shall be submitted to the Director of Community Development for review and approval prior to issuance of permits and installation.
7. Final plans incorporating all conditions of approval and any plan-related changes required in the approval process shall be submitted for the Director or his designee review and approval, prior to submittal for Plan Check process.
8. Except for the new double exit doors at the southern end of the west elevation of the building, any exterior changes to the building shall be subject separate site Plan Review application for Director or his designee review and approval, prior to Plan Check process.
9. The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site, prior to the issuance of the Certificate of Occupancy.
10. All graffiti shall be removed within 72 hours.
11. The City has the right of entry to inspect the premises to verify compliance with the conditions of approval and the Covina Municipal Code at any time.

#### **F. BUILDING AND SAFETY DIVISION**

1. ADA Path of Travel must be provided around the outdoor patio area.
2. Submit 6 sets of complete plans including any proposed utilities and earthwork/grading. The project must comply with the 2013 California Building Standards and 2013 energy code.

3. Two sets each of any structural and energy calculations shall be submitted with the above mentioned plans. All calculations must bear an original signature from the documented author.
4. This project must comply with Federal and State Accessibility requirements to and throughout the building. Include compliance methods and structural details on the plans.
5. Demolition and renovations activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403) The ACM report shall be prepared by an accredited testing laboratory in accordance with SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with your permit application for all renovations and demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has been approved by the SCAQMD, a formal demolition plan and permit must be obtained from the Building and Safety Division.
  - o **SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381**
6. Please provide an additional digital copy (pdf preferred) of the building floor plan, elevations, and site plan to be submitted to the LA County Assessor. This copy should be in sufficient detail to allow the assessor to determine the square footage of the building and, in the case of residential buildings, the intended use of each room. **For additional information, please contact the LA County Assessor's, Public Service Desk at 888-807-2111.**
7. Construction activity within 500' of a residential zone is prohibited between the hours of 6:00 pm and 7:00 am on Monday through Friday and between 5 pm and 8 am on Saturday and all day on Sunday and Holidays unless otherwise permitted.

#### **G. PUBLIC WORKS - ENGINEERING DIVISION**

1. An encroachment permit must be obtained for outdoor dining.

#### **H. PUBLIC WORKS – ENVIRONMENTAL SERVICES DIVISION**

1. A \$40 initial application review shall be paid to the Environmental Services Division.
2. Contact Athens Services to establish trash service by calling 888-336-6100. All trash areas must be maintained on a regular basis. All trash must be securely stored in the trash enclosure.
3. No trash/debris or wash water is to go into the public right-of-way (sidewalk, street, gutter, storm drain).

4. Complete, sign, return original, and attach copy to field plans of the OCIA form.

END OF CONDITIONS