MINUTES OF THE FEBRUARY 8, 2022 REGULAR MEETING OF THE COVINA PLANNING COMMISSION HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET AT 7:00 P.M.

This meeting was conducted utilizing teleconference and electronic means consistent with AB 361 and Government Code Section 54953(e), regarding the COVID-19 pandemic, with the option for members of the Planning Commission and the public to meet in the Council Chamber of City Hall.

CALL TO ORDER
Vice Chairman Susan Zermeno called the Planning Commission to order at 7:00 p.m.

A. PLEDGE OF ALLEGIANCE
Vice Chairman Zermeno led the Pledge of Allegiance.

B. ROLL CALL
Commission Members Present: Hodapp, McMeekin, Manning, Zermeno
Commission Members Absent: Connors (excused absence)

Staff Members Present: Director of Community Development, Senior Planner, Assistant Planner, Consultant Planner (Interwest), Assistant City Attorney.

PARTICIPANTS/ATTENDEES

ZOOM PARTICIPANTS/ATTENDEES
Anastasia Preedge, Tom Fitzpatrick, Angel Lara

C. AMENDMENTS TO THE AGENDA
None.

PUBLIC COMMENTS
None.

CONSENT CALENDAR
1. Approval of Minutes of the regular meeting of January 25, 2022.
Commissioner Manning made a motion and Commissioner McMeekin seconded to approved the minutes of January 25, 2022

The motion carried 4-0 as follows:

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

CONTINUED PUBLIC HEARINGS
None.

PUBLIC HEARINGS
1. Application for Conditional Use Permit (CUP) 20-031 and Site Plan Review (SPR) 20-186, a request to construct a new, one-story, 2,200 square-foot, drive-through restaurant (El Pollo Loco) with associated parking and landscape improvements and demolish an existing building on a 0.51-acre site located at 100 N. Azusa Avenue, APN: 8432-033-010.

Staff Recommendation:
Staff recommends that the Planning Commission approve Conditional Use Permit (CUP) 21-031 and Site Plan Review (SPR) 21-186 through the adoption of Resolution No. 2022-002 PC with conditions.

Assistant Planner Megan Wu presented the staff report.

The commissioners had no questions.

The public hearing was opened.

Tom Fitzpatrick, Architect for the project, commented in support of the item and commented that Angel Lara, who would be managing the store is also online.

No other comments were received.

The public hearing was closed.

Commissioner Manning commented that they are glad to see the property being utilized.

A motion was made by Commissioner Manning and seconded by Commissioner McMeekin approve Resolution 2022-002PC.

AYES: HODAPP, MANNING, MCMEEKIN, ZERMENO
NOES: NONE
ABSTAIN: NONE
ABSENT: CONNORS
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.

CONTINUES BUSINESS.
None.

NEW BUSINESS.
1. Study Session on Draft Mixed-Use Overlay District (MUOD) Regulations

Staff Recommendation:
Staff recommends that the Planning Commission provide input and receive public comments on the proposed Mixed-Use Overlay District Ordinance. No action is required by the Planning Commission.

Community Development Director Brian Lee introduced the item to the Planning Commission, discussed the intentions and functions of the overlay zone, and turned over the item to Consultant Planner Nancy Fong.

Consultant Planner Nancy Fong presented the staff report.

Community Development Director Brian Lee added that the concept for the point strategy is to create an economic incentive or trade-off for development in these areas. The point strategy would also allow a more flexible methodology to allow for investment. The director also requested feedback on the point system and for general direction regarding the proposed Mixed-Use-Overlay-District (MUOD) Regulations.

Commissioner Manning requested clarification on what types of incentives developers would obtain by utilizing this point system.

Community Development Director Brian Lee clarified that some of the incentives would include allowing intensification on a specific project site, such as reducing set back requirements or build higher and added that they would be able to obtain more value out of their development than what they would otherwise get.

Commissioners Manning commented that other cities around Rowland Heights have eliminated sidewalks, and would like to know if this is something that staff has considered.

Commented that the elimination of sidewalks is not mentioned on the table, and added that the superior project may elect to choose up to three development standards for reduction or increase as follow: required building setbacks, required parking, exceed building height,
and/or increase lot coverage, and provided examples, such as allowing a 5-foot encroachment into the set back requirement.

Commissioner Manning commented that there are gardens in West Covina where the development was allowed to go up to five stories and asked if these types of incentives have been considered by staff.

Consultant Planner Nancy Fong clarified that the desired features have the highest points, and that the developer has the choice to go up to a certain amount of points, and can pick and choose. Some developers may choose a few options with high points, or many options with low points.

Community Development Director Brian Lee added that, for example, an open roof top dining space would earn points but also can satisfy the open space requirement. As far as elimination of sidewalks, Rowland Heights is a different environment than Covina, and the parcels that staff are considering are located on relatively busy arterials. Regarding the public safety element, staff would not remove sidewalk requirements. The Director also added that by the City initiating an overlay zone, it would lessen the application costs and associated with a zone change and save time for developers.

Commissioner McMeekin asked how the areas were picked on the draft MUOD map and wanted to know if property owners had any input into the selection of some of the areas.

Clarified that in some cases they were, and that the Draft MUOD map, as shown, was primarily assessed by City Staff. Staff felt that intensification of land would be more appropriate then other locations. Some other areas, for example, off of Vincent Avenue, have been under Code Enforcement for some time as well.

Commissioner McMeekin commented that Area D does not appear to be a rundown area.

Community Development Director Brian Lee clarified that parcels were selected that could sustain a Mixed-Use project or development.

Commissioner McMeekin asked for clarification on whether, if the commission approves the Mixed Use Overlay Zone, what the next steps would be and inquired in a scenario the likelihood for a neighboring property owner (to one of the overlay zones) to also obtain the overlay zone.

Community Development Director responded that property owners may reach out to City staff or approach the city staff with a zone change application.

Consultant Planner Nancy Fong added that the Mixed Use Overlay zone may only be applied to existing commercial or manufacturing zones, not residential.
Commissioner McMeekin suggested staff to look into a way to adjust the fee schedule.

City Attorney Serita Young clarified that the fees associated and approved by the City Council must be near the amount estimated to be the actual staff time and cost, and added that if there were an amendment, reducing the fees associated with zone change, that the General Fund would incur the costs. Attorney also added that fees are under the purview of the Council.

Commissioner Manning inquired whether the overlay zone would be amended, or be addressed every 5 years or so.

Community Development Director Brian Lee clarified that a cycle can be incorporated if it is recommended by the Planning Commission and added that other areas were previously considered and removed.

Commissioner Zermeno requested clarification about whether the mixed use overlay zone was only for commercial areas, if landscaping was considered, and recommended that greenery be considered for rooftop dining areas.

Staff confirmed that the overlay zone would be for mixed use only and only in existing commercial areas and that landscaping was considered, however, landscaping may be affected due to the reward structure.

Commissioner McMeekin commented that they embrace the idea and suggestions.

Commissioner Zermeno opened the item for public comment.

No public comments were received.

GENERAL MATTERS
None.

ADMINISTRATIVE ITEMS
None.

ADJOURNMENT
Vice Chairman Zermeno adjourned the Planning Commission Meeting at 7:59 P.M to the next Planning Commission Meeting scheduled for February 22, 2022 at 7:00 P.M in the Council Chambers of Covina City Hall.

[Signature]
Secretary