

**PLANNING COMMISSION OF MONTEREY PARK
AGENDA**

REGULAR TELECONFERENCE MEETING

**TUESDAY
OCTOBER 12, 2021
7:00 PM**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

ASSEMBLY BILL NO. 361

These meetings will be conducted pursuant to Government Code § 54953(e) as implemented by City Council Resolution.

Accordingly, Commissioners/Board Members will be provided with a meeting login number and conference call number; they will not be physically present at City Hall Council Chambers.

Pursuant to the Governor's order, the public may provide public comment utilizing the methods set forth below.

Note that City Hall is currently closed to the public. You will not be admitted to City Hall.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the Department of Public Works located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at <http://www.montereypark.ca.gov/AgendaCenter>.

PUBLIC PARTICIPATION

In accordance with Government Code § 54953(e) and City Council resolution, remote public participation is allowed in the following ways:

Via Email

Public comment will be accepted up to 24 hours before the meeting via email to irimando@montereypark.ca.gov and, when feasible, read into the record during public comment. Written communications are limited to not more than 50 words.

Via Telephone

Public comment may be submitted via telephone during the meeting, before the close of public comment, by calling (888) 788-0099 or (877) 853-5247 and entering Zoom Meeting ID: **840 1961 8777** then press pound (#). When prompted to enter participation ID number press pound (#) again. If participants would like to make a public comment they will enter “*9” then the Department of Public Works office will be notified, and you will be in the rotation to make a public comment. Participants are encouraged to join the meeting 15 minutes before the start of the meeting. You may speak up to 5 minutes on Agenda item. Speakers will not be allowed to combine time. The Chair and Commission/Board Members may change the amount of time allowed for speakers. As part of the virtual meeting protocols, anonymous persons will not be allowed to provide public comment.

Important Disclaimer

When a participant calls in to join the meeting, their name and/or phone number will be visible to all participants. Note that all public meetings will be recorded.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at 626-307-1320 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER

Chairperson

FLAG SALUTE

Chairperson

ROLL CALL

Ricky Choi, Theresa Amador, Tammy Sam, Dr. Kevin K. Lo, Peter Fung

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS (Related to Items NOT on the Agenda). While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the Commission's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS

1-A. INTRODUCTION OF NEW INTERIM DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT – STEVEN SIZEMORE

[2.] CITY OF MONTEREY PARK- CONSENT CALENDAR

2-A. APPROVAL OF MINUTES

It is recommended that the Planning Commission:

- (1) Approve the minutes from the regular meeting of September 14, 2021; and
- (2) Take such additional, related, action that may be desirable.

[3.] PUBLIC HEARING - None

[4.] OLD BUSINESS - None

[5.] NEW BUSINESS

5-A. SELECTION OF CHAIR AND VICE-CHAIR

It is recommended that the Planning Commission:

- (1) Select Chair and Vice-Chair; and
- (2) Take such additional, related, action that may be desirable.

5-B. DISCUSSION OF UPCOMING LAND USE AND ETHICS TRAINING

[6.] COMMISSION COMMUNICATIONS

ADJOURN

Next regular scheduled meeting is on October 26, 2021.



Memorandum

City of Monterey Park • Planning Division

Date: October 12, 2021

To: Planning Commission

From: Steve Sizemore, Interim Director of Community and Economic Development

Subject: Introduction

I would like to take this opportunity to introduce myself. I will be serving on an Interim basis while the City makes new hires and reorganizes the Planning and Building Divisions. The idea is to position the Planning Division back into its own Department along with the Building and Safety Division. This is consistent with the historic role of both Divisions. I would like to thank Frank Lopez and Public Works for overseeing the Division since it was incorporated into Public Works.

I recently retired from Public Service after serving the public for over 30 years. My work includes service to the Cities of Pasadena, La Puente, Irvine, Duarte, and Monrovia. I retired from the City of Monrovia where I served as Planning Manager and Director of Community Development. Since retirement in 2018, I have served the City of San Dimas as Interim Community Development Director. I look forward to working with you and the residents and businesses of Monterey Park.

**UNOFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
September 14, 2021**

The Planning Commission of the City of Monterey Park held a regular meeting of the Board in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, September 14, 2021, at 7:00 p.m.

CALL TO ORDER:

Vice Chair Ricky Choi called the Planning Commission meeting to order at 7:04 p.m.

ROLL CALL:

Administrative Secretary Cristina Garcia called the roll:

Board Members Present: Ricky Choi, Tammy Sam, Peter Fung, Dr. Kevin Lo

Board Members Absent: Theresa Amador

ALSO PRESENT: Cristina Garcia, Administrative Secretary, Jeffrey Rimando, Assistant Planner, Frank Lopez, Director of Public Works, Vincent Chang, City Clerk, Cindy Trang, Deputy City Clerk, Timothy Campen, Assistant City Attorney, Joaquin Vazquez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

ORAL AND WRITTEN COMMUNICATIONS: None

[1.] PRESENTATIONS:

1-A SWEARING IN OF NEW COMMISSIONER

City Clerk Chang swore in new commissioner, Peter Fung. Commissioner Fung introduced himself. Commissioner Sam and Lo welcomed Commissioner Fung.

1-B CITY OF MONTEREY PARK REDISTRICTING 2021 – PRESENTATION BY THE CITY CLERK’S OFFICE

Deputy City Clerk Trang gave a brief presentation on redistricting. Redistricting is required every 10 years. It involves redrawing the line based on the new census data, which has not been published yet.

Deputy City Clerk Trang gave brief background. In 2019, the City Council went through the process of drawing the district. The initial intent of transitioning from at large election to district-based election is to allow group community members that share common interests to vote for candidate of their choice.

Deputy City Clerk Trang said that they had their first City Council meeting on July 21. Anticipating the next Council around mid-October. Trang said that she is here to reach out to all the commissioners to help spread the word on this item.

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Commissioner Lo asked what the outcome of the redistricting is. Deputy City Clerk Trang explained that the boundary line may shift depending on the census data as one of the criteria is to have the five districts have equal populations.

Vice Chairperson Choi asked if the future public hearings are set. City Deputy Clerk Trang said no because the COVID situation delayed the census data. They are aiming for mid-October and hopefully the census data will be available. If the census data shows that the districts are equally populated and they still meet the criteria, then there is a possibility that they do not have to draw the line. Vice Chairperson Choi asked how many future meetings are anticipated and when does Council have to take action. City Deputy Clerk Trang said that if they have to redraw the line, they would be required 4 formal public hearings. Vice Chairperson Choi asked if there was a deadline for Council to take action. City Deputy Clerk Trang said that the deadline could be pushed to April of next year.

[2.] CONSENT CALENDAR:

2-A RECEIVE AND FILE ZONING REGULATION INTERPRETATION OF A RELOCATION OF AN EXISTING BANK FROM 2323 SOUTH ATLANTIC BOULEVARD TO 2325 SOUTH ATLANTIC BOULEVARD

Vice Chairperson Choi asked for staff's report. Planner Rimando gave a description of the item and background on the property and description of the non-conforming use. Explained that the changes meet the requirements of the code and that the Planning Division would allow relocation of the existing bank without the obtainment of a CUP.

Administrative Secretary Garcia asked the public if they had any questions. Michael Lasher, President of Community Commerce Bank, introduced himself and said that they aim to be good stewards to the city.

Vice Chairperson Choi asked if there is a motion to receive and file.

Action Taken: The Planning Commission approved to receive and file attachment 1 which is the interpretation to permit the relocation of the existing bank from 2323 to 2325 South Atlantic Boulevard without the need of a CUP pursuant to the Monterey Park municipal code/

Motion: Moved, by Commissioner Sam and seconded by Commissioner Fung, motion carried by the following vote:

Ayes: Commissioners: Choi, Sam, Lo, Fung,

Noes: Commissioners:

Absent: Commissioners:

Abstain: Commissioners:

[3.] PUBLIC HEARING:

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**3-A. TENTATIVE MAP NO. 83139 (TM-20-04) TO ALLOW THE SUBDIVISION OF AIR-
RIGHTS TO ESTABLISH AND MAINTAIN A 3-UNIT RESIDENTIAL DEVELOPMENT IN
THE R-3 (HIGH DENSITY RESIDENTIAL) ZONE – 314 SOUTH MOORE AVENUE**

Planner Rimando shared screen and gave a brief presentation on the staff report.

Vice Chairperson Lo did not see the reference of the notice being mailed to the property owners within the 300ft radius of the subject property on the staff report. Asked why this was not included. Planner Rimando clarified that it was an oversight on the staff report. Stated that they did mail notices to the surrounding 300ft radius, and it was about 80 properties that were noticed.

Vice Chairperson Choi opened the public hearing at 7:46 p.m. Planner Rimando stated that they do not have any public comments. Therefore, Vice Chairperson Choi closed the public hearing at 7:47 p.m.

Vice Chairperson Choi asked if the applicant or its representative is present. Chairperson Choi asked if Alan Wu would address the commission. Alan Wu stated that they are the civil engineering consultant for the project. Vice Chairperson Choi asked if Alan Wu has read and understood the conditions of approval. Alan Wu stated yes.

Vice Chairperson Choi opened the floor for further discussion.

Commissioner Sam did not have any questions.

Commissioner Lo asked the applicant for approximate date of completion once approved. Alan Wu responded that he is not sure.

Commissioner Fung asked why a trash enclosure was not included on the site plan. Planner Rimando said that there was a trash enclosure required and pointed on the site plan to the general location. Commissioner Fung asked the type of trash pick-up. Planner Rimando did not have that information. Director Lopez stated that more than likely trash would be individual residential bins to be rolled out by the residents. Commissioner Fung stated that it would be safer and cleaner for individuals to handle their own trash bins.

Action Taken: The Planning Commission after considering the evidence presented during the public hearing, ... adopted the resolution to approve Tentative Map No. 83139 (TM-20-04) subject to the conditions of approval set forth by in the resolution.

Action Taken: The Planning Commission after considering the evidence presented during the public hearing, adopted the resolution to consider adopting a new policy implementing vehicle miles traveled ("VMT") replacing the level of service ("LOS") to analyze transportation impacts (14 California Code of Regulations § 15064.3).

Motion: Moved, by Commissioner Fung and seconded by Commissioner Sam, motion carried by the following vote:

Ayes: Commissioners: Choi, Sam, Lo, Fung

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Noes: Commissioners: None
Absent: Commissioners: Amador
Abstain: Commissioners: None

3-B. CONDITIONAL USE PERMIT (CU-20-01) TO ALLOW FOR THE CONSTRUCTION FOR A NEW CONVENIENCE STORE AND FUELING FACILITY IN THE (NEIGHBORHOOD SHOPPING) ZONE – 616 NORTH NEW AVENUE

Planner Rimando shared screen and gave a brief presentation on the staff report.

Director Lopez stated that there was a change with the conditions of approval at Condition #24, strike the first sentence with regards to the stormwater pollution prevention plan. This was an error as the stormwater pollution prevention plan is only required for properties over 1-acre and the subject property is only about 31,000 square feet. The second change is a request to modify from Joey Ly to Cadence Acquisition LLC, David Lee Runberg as the person accepting the conditions of approval.

Vice Chairperson Choi asked if that existing house on the North Elevation was nonconforming since the area is zoned for commercial. Planner Rimando clarified that it is indeed a legal nonconforming use.

Vice Chairperson Choi wanted to clarify if there were 4 fuel pumps. Planner Rimando confirmed. Planner Rimando also showed that there is a pump island canopy.

Vice Chairperson Choi asked if there was a display or sign showing the prices. Planner Rimando said that that was not part of the proposal. Vice Chairperson Choi asked how people would know about the gas prices. Assistant City Attorney Campen stated that city law does require that gas stations display their prices that is viewable for motorists. Stated that they can work with Planning to address that issue.

Vice Chairperson Choi asked if there will be underground storage tanks. Planner Rimando said that there should be underground storage tanks and that the applicant would be able to clarify. Vice Chairperson Choi said that this information should be on the staff report. Director Lopez said that it was not mentioned but that the storage tanks are on the site plan. Vice Chair Choi asked if there are setbacks requirements for those storage tanks. Planner Rimando confirmed.

Vice Chairperson Choi asked if convenience store will sell alcohol. Planner Rimando stated that there will be no alcohol sales.

Vice Chairperson Choi clarified if the preparation of a focused traffic impact analysis in 2019 was referenced in passing. Director Lopez confirmed correct.

Commissioner Sam asked if she is allowed to comment and vote on the item as her husband is a project manager for 7/11 projects, although, he is not working on the subject property. Assistant City Attorney Campen asked the nature of her husband's work and any affiliation with the construction company involved with the project. Commissioner Sam said

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she was not sure. Assistant City Attorney Campen said that he doesn't find there to be a conflict of interest so long as her husband does not have any direct connection with this franchise or this construction project itself. However, if Commissioner Sam comes to learn of any kind of connection, it would need to be disclosed.

Commissioner Sam asked if they are planning to gate off the landscape area behind the proposed store. Stated that she is afraid if it is not gated off, that may end up as a homeless encampment. Planner Rimando stated that this proposal does not propose any gates for this area.

Commissioner Lo asked what the impact of the traffic flow on the area. Asked if one could make a left turn into the gas station from Hellman. Director Lopez said that there is a median on New Avenue so this would be a right in and right out. On Hellman, they can make a right in and right out and the driveway is close enough to the intersection. The site plan is showing the flow of the fuel delivery truck. Asked the applicant and their engineer to clarify. Commissioner Lo asked if the interpretation is that one cannot make a left into the gas station from Hellman nor New Avenues. Director Lopez clarified that one should be able to make a left on Hellman and the New Avenue side is restricted by the median.

Commissioner Fung said that he is worried about vehicles exiting the gas station especially the Hellman side. Asked if there is a left turn lane on Hellman and noted that the driveway may be too close to the corner. He would recommend at least 60' to 80' from the corner. Also asked if they would consider moving the driveway towards the east side to give more buffer to the intersection. Director Lopez responded that there is a dedicated left turn pocket on Hellman. Also stated that the driveway is approximately 60ft away from the intersection. Commissioner Fung asked if there was any requirement by Planning to have traffic study. Director Lopez said that there is a traffic study that was reviewed by Engineering Staff. Commissioner Fung stated that during rush hour, people moving eastbound use Hellman Ave as a shortcut to the freeway. Commissioner Sam stated that if it is only 60ft from the intersection, you are basically turning into a lane that is painted as a double yellow line. Concerned that if a person is making that left, they would potentially be blocking traffic. Commissioner Sam also asked if this is going to be restriped to get rid of the double yellow line if they are going to allow a left turn there. Director Lopez pointed out that the gas station on Garfield and Hellman Avenue have a driveway that is even closer to the intersection. Director Lopez stated that the driveway on Hellman does not seem an issue as they used traffic study to look at the volumes for this section. Director Lopez clarified that you can cross a single double yellow. A double-double yellow is a painted barrier so you cannot cross. Therefore, there is no need to restripe.

Commissioner Lo stated that if they were going westbound on Hellman trying to get into the gas station, would someone making a left turn block the traffic. Director Lopez stated that you would have a vehicle enter the dedicated left and turn into the 7/11 before it gets to the crosswalk. Clarified that there is a dedicated left turn on westbound Hellman at New Avenue. Commissioner Lo asked if the street is wide enough. Director Lopez said yes, it should not be a problem as they looked at the traffic volumes.

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Commissioner Choi asked Director Lopez if it would be possible if there was an item that includes a document such as a traffic study that could be forwarded to the Commission for review. Director Lopez said he does not think this was a prior practice, but they can absolutely include them if need be. Director Lopez said that it is one traffic study that includes both the level of service analysis and the VMT analysis. Clarified that this study included both analyses. Commissioner Choi said that it would be helpful to include these studies moving forward.

Commissioner Fung stated that he is concerned with the landscape area that Commissioner Sam pointed out earlier. He asked if there are any attempt for architectural design to articulate. Also asked if there is a sign in the rear elevation. Planner Rimando said that it is not in the PowerPoint. Commissioner Fung said that he would like some articulation with the rear elevation so that it is not just a blank wall. Commissioner Fung also asked if they could put a small window so that people in the 7/11 could see the landscape area. Commissioner Sam said that it is a waste of space back there. Director Lopez said that these would be questions for the project applicant.

Vice Chairperson Choi opened the public hearing at 8:27 p.m.. Joey Ly introduced himself as the representative for the developer for this project. He will be here to answer questions.

Commissioner Fung asked on the East Elevation, the blank wall, will there be any possible articulation. Mr. Ly said that they can definitely change the color to make it look less like a blank canvas.

Vice Chairperson Choi asked staff if this item is still going to be referred to the DRB. Director Lopez said that most of the process of the DRB are internal now. Commissioner Sam asked if internal means that staff will be taking over the duties for the DRB. Director Lopez said yes for some of the duties for the DRB as some projects can be reviewed internally. Planner Rimando stated that they look at code review and the compatibility with the surrounding area. Vice Chairperson Choi ask if they could get an update with all the past changes over the year. Commissioner Sam stated that she served the DRB and gave her understanding of the purpose. Commissioner Sam stated that maybe it would be up to the Planning Commission to review the aesthetics of the building. Director Lopez suggested staying on topic and to future agendize an item to discuss the changes in the past year.

Commissioner Fung asked if they could fence off the landscape area. Mr. Ly said that they would be happy to do so. Commissioner Fung also asked about security cameras. Mr. Ly said that they are included in the submission for the CUP. Vice Chairperson Choi said that he believes that it is in the conditions of approval.

Mr. Ly brought up the previous questions on signage. Mr. Ly said that signage are usually per separate permit, and they will comply with code and are not usually part of the CUP package. That is why they did not show any signage on this CUP package. Commissioner Sam asked if the signage submittal will be coming to the Planning Commission or will it be internal. Planner Rimando said that it would be an internal review.

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Vice Chairperson Choi asked staff for public comment. Planner Rimando said that there are no other participants.

Commissioner Sam asked to continue reviewing the resolution until they get further information such as the traffic report. Commissioner Fung stated that he does not think that the traffic report will help in understanding the project anymore. Mr. Ly stated that the traffic study was completed and submitted to staff and was approved. Stated that they also have their traffic engineers if they want to ask questions tonight instead of a different time. Commissioner Sam said that she would like to see the whole traffic report. Director Lopez asked Planner Rimando to pull up the site on Google. He stated that the traffic study does not have significant impacts. Also stated that he himself and the other traffic engineers can help answer the questions. Vice Chairperson Choi asked if Council would like to review what the Planning Commissioners are to review in terms of making a decision for the CUP. Commissioner Sam asked if there is a page in the traffic study that shows the proposed plans with what is existing on site. Asked where the curb cut will be. Commissioner Lo also has the same question. Director Lopez said that the curb cut is approximately where the walkway for that main house is. It is about 60ft from the edge of the curb. Commissioner Sam asked if there is a plan that shows the striping in place. Carlos Velasquez, one of the traffic engineers, stated that the scope of the traffic study was not about measuring the placement of the site. The traffic study scope was meant to assess traffic conditions and level of intensity that the project was going generate. Told Commissioner Sam that if she is looking for the placement of the driveways, she would not find it in the traffic study. Stated that they did conduct a study to assess onsite circulation as well as noting if whether they expected extensive vehicle queue onto public right-of-way as a result of the convenience store and fueling stations. It was deemed that there would be no extensive queue onto public right of way. Mr. Ly said that they have the overlay of the site plan so he can share his screen to show that. Mr. Ly presented the overlay and explained the contents. They tried a couple different layouts but if they were to move the driveway any closer, it would not work with the circulation of the site and would conflict with the location of the building. Mr. Ly said that arguably, this was the best they can manage. Director Lopez clarified that this was reviewed by engineering staff. Commissioner Sam, said that this is relatively standard to include in the submission package. Requested to make sure that the applicants have this for future projects. With this, Commissioner Sam sees that the layout is doable. Commissioner Sam said that if the plans could include the striping and the distancing so that they have a good overview of the whole project. Director Lopez said that this can be included. And will ask for all the existing infrastructure including striping to be shown. Those items can be included in the future. Commissioner Sam asked if there is a roof on the trash enclosure. Mr. Ly said that they can remove the cap off the trash enclosure. Commissioner Sam asked if there is a code violation. Mr. Ly said he doesn't believe that there is necessarily a code violation. Commissioner Sam said that she believes that the violation would be under CBC. Mr. Ly said that the trash enclosure would be reviewed during permit submission. Director Lopez stated that this has not gone through plan check yet as it is in entitlements.

Commissioner Fung asked for clarification on a tank on the plans. Mr. Ly said that is the clean air separator enclosure. The storage tank will be underground.

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Vice Chairperson Choi asked Mr. Ly if there are no sale of alcohol on site. Mr. Ly said that they are indeed not proposing any sale of alcohol for this location.

Commissioner Lo comments that going left into the gas station and the way the stripe is drawn, it could potentially block traffic going west. Director Lopez stated that the striping widens out for the dedicated left turn, so a car turning left would be into the slightly widen area. The northern half of Hellman is about 16ft or 18ft wide so there is room for two cars to be side-by-side. Once it starts to widen, there will be additional room for someone to turn left and not block the westward traffic. Commissioner Sam asked if there is anyway to slide the curb cut 10ft over and still get the walkway that is proposed. Director Lopez said that it would get in the way of the circulation on site. Also if you slide it to the east, you are now in the narrower part so if somebody turns left, they will be in the narrower portion rather than the widening portion. Director Lopez asked Planner Rimando to pull up the aerial view of the site again. Commissioner Sam is worried about the car stack. Asked how many cars can be sitting when someone is trying to make a left turn. Commissioner Sam stated that she usually includes a stacking study to show exactly the busiest traffic scenario. Director Lopez said that they normally use a car stacking study for drive-throughs, not for this kind of situation. Vice Chairperson Choi closed the public comment at 9:05 p.m.

Action Taken: The Planning Commission after considering the evidence presented during the public hearing, adopted the resolution approving the requested Conditional Use Permit subject to the conditions of approval that have set forth in the resolution until they get further information such as the traffic report.

Motion: Moved, by Commissioner Fung and seconded by Commissioner Lo, motion carried by the following vote:

Ayes: Commissioners: Choi, Sam, Lo, Fung
Noes: Commissioners: None
Absent: Commissioners: Amador
Abstain: Commissioners: None

[4.] OLD BUSINESS: None

[5.] NEW BUSINESS: None

[6.] COMMISSION COMMUNICATIONS AND MATTERS:

Vice Chairperson Choi explained that this is the time where the commissioners may ask any questions no related to any items to the agenda. They can bring up any issues, announcement, or anything they would like the commission to consider at a later date.

Commissioner Sam commented that she wished that there was better communication or updates overall as most of the Planning Commission meetings has been canceled. Vice Chairperson Choi agrees with this sentiment.

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Vice Chairperson Choi asked what the current status of the business recovery program. Director Lopez believes that the business recovery program is extended through the end of June 2022. Vice Chairperson Choi asked what would come to the Planning Commission and the Council. Director Lopez said that the only things that went to the Council was Raising Cane's. It went to an appeal and then it went back to the council. Director Lopez said that there might be a few items that go directly to Council such as Whitmore Villas. CUP's and maps would continue go to the Planning Commission. Vice Chairperson Choi mentioned that they, the Planning Commission, would love to be more engaged.

Commissioner Lo commented that he agrees with Commissioner Sam about the lack of communication. Suggested an update rather than an email stating that the meetings were canceled.

Commissioner Sam asked if this would be a good time to talk about the duties that the Planning Commission will be absorbing from the DRB since that does not exist anymore. Director Lopez said that Commissioner Sam can request that they come back to her for that topic. Commissioner Sam just wanted to see if they would be absorbing any additional duties such as aesthetics, materials, and general flow review. Commissioner Sam stated that it would be beneficial for them to weigh in their input that is beyond the code. Director Lopez said that they can bring back a summary of what is the current responsibilities. Told Commissioner Sam that she can make the request right now and they can bring that to the next Planning Commission. Vice Chairperson Choi agrees. Recalled that one of the Council meetings insinuated that the Planning Commission would absorb some of the duties of the DRB. Director Lopez asked for a little patience as they lost their Planning Manager. Stated that they are going through another hiring process to fill that spot.

Commissioner Sam asked if they would need to vote for chair. Director Lopez said that they will bring that item on the agenda for the next meeting.

Commissioner Sam asked if there will be another Housing Element workshop. Director Lopez stated yes but does not know when the next projected date is. Commissioner Sam asked if the city is doing anything to streamline the plan check process for ADU's or additional housing on the lot. Stated that she had a project where it was never forwarded to the Engineering division. So, she is wondering if this is being addressed. Director Lopez said that there has been an effort to make projects more efficient. Stated that if they do get a complete application, the process is relatively efficient. Stated that they generally do not receive as much complaints as a year ago. Deputy City Clerk Trang interjected saying that this is not an agenda item so they cannot continue with further.

Vice Chairperson Choi asked Assistant City Attorney Campen to introduce the Deputy City Attorney. The Assistant City Attorney introduced Joaquin Vasquez who will be shortly sworn in as a deputy city attorney. Assistant City Attorney Campen will essentially be Vasquez's back-up if needed. Mr. Vasquez introduced himself.

[7.] STAFF COMMUNICATIONS AND MATTERS:

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Vice Chairperson Choi asked when the next meeting is going to be and what is in store for the future. Director Lopez said they do not have the next meeting planned yet. Said that they will cover the topics presented tonight.

ADJOURNMENT:

There being no further business for consideration, the Planning Commission meeting was adjourned at 9:38pm.

Frank A. Lopez
Director of Public Works/City Engineer

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Planning Commission Staff Report

DATE: October 12, 2021

AGENDA ITEM NO: 5-A

TO: Planning Commission
FROM: Jeffrey Rimando, Assistant Planner
SUBJECT: **SELECTION OF CHAIR AND VICE CHAIR OF PLANNING COMMISSION**

PROPOSAL

Selection of Chair and Vice Chair for the Monterey Park Planning Commission is brought forth for consideration.

BACKGROUND

The City of Monterey Park in 2013 adopted Ordinance No. 2098 amending the regulations and general requirements for City commissions, boards and committees. Section § 2.82.80 Organization identifies the parameters by which the Traffic Commission is to be organized on an annual basis.

ANALYSIS

Section § 2.82.80 A. requires that the Commission organize itself by election of a chairperson and vice-chairperson from its membership during the month of May. The chairperson and vice-chairperson will then serve annually.

§ 2.82.80 Organization.

- A. Each May, a committee will annually organize and elect a chairperson and vice-chairperson from its membership for a one-year term. In the chairperson's or vice-chairperson's absence or disability, the committee may designate a chairperson or vice-chairperson pro tempore.

RECOMMENDATION

It is recommended the Commission elect a chair and vice chair from its membership to serve for a period of one year ending in May of 2022.