

**OFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
March 8, 2022**

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, March 8, 2022 at 7:00 p.m.

CALL TO ORDER:

Chairperson Sam called the Planning Commission meeting to order at 7:01pm.

FLAG SALUTE:

Chairperson Sam called for the Flag Salute.

ROLL CALL:

Administrative Secretary Cristina Garcia called the roll:

Board Members Present: Tammy Sam, Jack Chiang, Ricky Choi, Peter Fung

Board Members Absent: None

ALSO PRESENT: Cristina Garcia, Administrative Secretary, Steve Sizemore, Interim Director of Community Development, Jessica Serrano, Planning Manager, Joaquin Vazquez, Deputy City Attorney, Karl H. Berger, City Attorney

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

ORAL AND WRITTEN COMMUNICATIONS: None

[1.] PRESENTATIONS: None

[2.] CITY OF MONTEREY PARK - CONSENT CALENDAR:

**2-A APPROVAL OF MINUTES FROM THE PLANNING COMMISSION MEETING
FROM OCTOBER 26, 2021, NOVEMBER 9, 2021, AND FEBRUARY 8, 2022**

- Commissioner Choi had revisions for minutes from October 26, 2021.

- Chairperson Sam had comments for minutes on February 8, 2022. Planning Manager Serrano summarized that there was a consensus accepting a rotating chair. Sam requested that a draft would be provided for rules 3.1 and 3.2 which was accepted by staff.

Action Taken: The Planning Commission approved the minutes from the Planning Commission meeting from October 26, 2021, November 9, 2021, and February 8, 2022.

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

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Ayes: Commissioners: Sam, Chiang, Choi, Fung
Noes: Commissioners: None
Absent: Commissioners: None
Abstain: Commissioners: None

[3.] PUBLIC HEARING: None

[4.] OLD BUSINESS:

4-A RESOLUTION AMENDING BY-LAWS/PROCEDURAL RULES FOR CONDUCTING PLANNING COMMISSION MEETINGS

- Planning Manager Serrano provided a brief presentation on the summary of the Planning Commission By-Laws activities, including references to a code section about Planning Commission term regulations and explained them, details of the election of the chair and the vice-chair. Planning Manager Serrano answered Chairperson Sam's question explaining that the chairperson is voted on first. The vice-chair would be chosen by automatic selection and the chairperson would not be in that automatic selection rotation. The rotation starts with any commissioner that has never served and is the most senior. Then the rotation goes down the line accordingly. Any new commissioner will go at the bottom of the rotation list.

- Commissioner Fung asked about the role of the vice-chairperson. Planning Manager Serrano answered and explained that the vice-chairperson is the substitute for the chair when the chairperson is absent.

- Chairperson Sam asked if the rotation would nullify the election. Planning Manager Serrano answered that the commissioner would still have to do a roll call vote on the election of the new chair. Despite the rotation procedure, commission with majority vote may elect a different commissioner.

-Interim Director Sizemore recommended utilizing the rules as guidelines. Commissioner Chiang stated that he is okay with the set-up of the rules as the rotation prevents a dominant candidate and provides balance of powers. Commissioner Choi concurs. Commissioner Fung also said that this set up and the rules should be used as guidelines.

Action Taken: The Planning Commission approved to adopt the resolution for procedural rules for conducting Planning Commission Meeting.

Motion: Moved, by Commissioner Choi and seconded by Commissioner Chiang, motion carried by the following vote:

Ayes: Commissioners: Sam, Chiang, Choi, Fung
Noes: Commissioners: None
Absent: Commissioners: None
Abstain: Commissioners: None

[5.] NEW BUSINESS:

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5-A DISCUSSION OF CODE OF CONDUCT AND SOCIAL MEDIA POLICY

- City Attorney Berger gave introduction on the subject before turning over to the staff report. Stated that the emergencies due to the pandemic will eventually be terminated and go back to “normal” regarding how things are processed. Chairperson Sam asked if this means that the Planning Commission will review projects that would normally come before the pandemic. Berger stated that those are codified in the code and will not change with this staff report.

- City Attorney Berger clarified Commissioner Choi’s question about participating in open and closed forums per social media policy. Closed forums are difficult to track from a city’s standpoint and could be perilous for the city per the Brown Act. Under social media policy, the commissioners shall not state their public title. Defined that a closed forum is something similar to NextDoor where one would have to be admitted as a member by the administrator that is not open to the general public. This includes Whatsapp or text messages but are not part of social media policy but are part of electronic messaging policy.

Action Taken: The Planning Commission motioned to receive and file of discussion of the code of conduct, social media policy, and presentation.

Motion: Moved, by Commissioner Choi and seconded by Commissioner Chiang, motion carried by the following vote:

Ayes: Commissioners: Sam, Chiang, Choi, Fung

Noes: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

5-B DISCUSSION OF PENDING MONTEREY PARK MUNICIPAL CODE UPDATES

- Planning Manager Serrano provided presentation outlining various code updates that city staff deemed necessary. Staff prepared a draft program to identify the process of pending municipal code updates.

- Commissioner Choi asked why the inclusionary housing ordinance was brought up. Planning Manager Serrano stated that they want to address a concern/comment and that it is part of the Housing Element. This is already something that the City Council is working on.

- Commissioner Fung asked if this is available to the public. Planning Manager Serrano said that since this is presented to the Planning Commission, it will be available to the public. This is available on the Agenda Center on the City website.

- Commissioner Chiang asked about density bonus ordinance. Planning Manager Serrano said that there is one but it is not in conformance with state law. Commissioner Chiang asked if there is a consultant to do an inclusionary housing feasibility study. Planning Manager Serrano said that the city currently does not but agrees that one will be needed. Chiang would like to see the density bonus ordinance as a higher priority.

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- Deputy Attorney Vazquez clarified that certain code amendments such as the easy ones would go straight to Council. Aiming to not burden the Planning Commission with code amendments that just requires minor language changes. Interim Director Sizemore also clarified that the code amendment list is a living document.

- Chairperson Sam asked if they could put this on the agenda. Interim Director Sizemore said that staff should be the ones to determine which items should go forward to Planning Commission.

- Planning Manager Serrano clarified to Chairperson Sam about item #12 that this is just to make the zoning map consistent with the Land Use Element. Therefore, staff would not be creating or making discretionary decisions. Deputy Attorney Vazquez said that since this was with the vote of the people, any changes would have to be taken to the vote of the people.

- Planning Manager Serrano went through the items that were labeled “none” which meant that the item would not have get Planning Commission’s discretion. Chairperson Sam would like to see item #12 come to Planning Commission. Sam reasoned that this would be a topic that would garner attention from the public. Planning Manager Serrano and Interim Director Sizemore explained that bringing this item creates consistency between the General Plan and Zoning code. Chairperson Sam withdrew her inquiry of seeing item #12 as a Planning Commission item.

Action Taken: The Planning Commission motioned to receive and file a report and accept the program as provided by staff.

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

Ayes: Commissioners: Sam, Chiang, Choi, Fung

Noes: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

[6.] COMMISSION COMMUNICATIONS AND MATTERS:

- Commissioner Choi brought up the potential bond measure and if they could get a presentation on it. Interim Director Sizemore said that they are preparing something for all of the commissioners to look at.

[7.] FUTURE AGENDA ITEMS:

Chairperson Sam asked about a request for housing information and asked if that was still coming. Planning Manager Serrano stated that they were not going to provide additional information as City Council is still discussing the item. Therefore, staff wants to table the discussion until they receive direction from City Council.

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Chairperson Sam brought up EV charging and desires Monterey Park to be a leader in the green movement by being more stringent than the CA standard building code. Was wondering if this could be put as a policy. Interim Director Sizemore said that there will be a presentation coming in around a month or so.

Director Sizemore said that the Land Use Element sets the City up positively. It promotes allowing for a more vibrant downtown which would better serve the community.

ADJOURNMENT:

There being no further business for consideration, the Planning Commission meeting was adjourned at 8:58 p.m.



Steven Sizemore
Interim Director of Community Development

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