

PLANNING COMMISSION OF MONTEREY PARK AGENDA

REGULAR PLANNING COMMISSION MEETING Monterey Park City Hall Council Chambers 320 West Newmark Avenue

**Tuesday
July 25, 2023
6:30 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.

LAND ACKNOWLEDGMENT

We would like to acknowledge that the land we inhabit today was once known as Tovangaar, the home of the Gabrieleño-Tongva people. We show our respect to the Gabrieleño-Tongva people, as well as all Indigenous people, past, present, and future, and honor their labor as original caretakers of this land. We commit to uplift the Gabrieleño-Tongva people, invite you to acknowledge the history, and join us in caring for this land.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the Community Development Department – Planning Division 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

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Chairperson and Planning Commission Members may change the amount of time allowed for speakers. Written Communication will be accepted up to 24 hours before the meeting via email to planningpermitcounter@montereypark.ca.gov

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

**CALL TO ORDER
FLAG SALUTE
ROLL CALL**

Chairperson Chiang
Commissioner Fung
Chairperson Jack Chiang, Vice Chairperson Tammy Sam, Peter Fung,
Jasmine Pesantes

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS. While all comments are welcome, the Brown Act does not allow the Commission to take discuss, deliberate, or 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 – None.

1-A. SWEARING IN OF NEW PLANNING COMMISSIONER – BETHELWEL WILSON

1-B. GENERAL PLAN IMPLEMENTATION

[2.] CITY OF MONTEREY PARK- CONSENT CALENDAR

2-A. APPROVAL OF MINUTES

It is recommended that the Planning Commission consider:

- (1) Approving the minutes from the meeting of the Planning Commission of Monterey Park on June 27, 2023; and
- (2) Taking such additional, related action that may be desirable.

[3.] PUBLIC HEARING –

3-A. PUBLIC HEARING – CONDITIONAL USE PERMIT (CUP-23-01) — TO ALLOW AN DAY CARE CENTER TO OPERATE WITHIN THE CENTRAL BUSINESS (C-B) ZONE ON PROPERTY LOCATED AT 501 WEST GARVEY AVENUE, UNITS 201-204

It is recommended that the Planning Commission consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) After considering the evidence received during the public hearing, adopting a resolution approving the requested Conditional Use Permit (CUP-23-01), subject to conditions of approval; and
- (5) Taking such additional, related, action that may be desirable.

The City reviewed the environmental impacts of the Project under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the “CEQA Guidelines”). CEQA Guidelines § 15301 (Existing Facilities) exempts existing facilities from further review, including, without limitation, negligible expansions of existing uses. This Project will not have a significant effect on the environment because the Project consists of a conditional use permit to establish an afterschool day care center within an existing building where no exterior improvements or expansions are proposed. Accordingly, this Project is exempt from further review pursuant to CEQA Guideline § 15301.

[4.] OLD BUSINESS – None.

[5.] NEW BUSINESS – None.

[6.] COMMISSION COMMUNICATIONS

[7.] FUTURE AGENDA ITEMS

ADJOURN

Next regular scheduled meeting is on August 8, 2023.

**UNOFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
June 27, 2023**

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, June 27, 2023 at 6:30 p.m.

CALL TO ORDER:

Chairperson Chiang called the Planning Commission meeting to order at 6:34pm.

FLAG SALUTE:

Commissioner Choi led the Flag Salute.

ROLL CALL:

Interim Planning Manager Beth Chow called the roll:

Commission Members Present: Jack Chiang, Tammy Sam, Ricky Choi, Peter Fung,
Jasminer Pesantes

Commission Members Absent: None

ALSO PRESENT: Deputy City Attorney Justin Tamayo, Interim Planning Manager Beth Chow, Planning Technician Yesenia Hernandez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS:

None.

ORAL AND WRITTEN COMMUNICATIONS:

None.

[1.] PRESENTATIONS:

None.

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

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

2-A APPROVAL OF MINUTES

Action Taken: The Planning Commission approved the minutes for the regular Planning Commission meetings of February 12, 2023 and April 25, 2023.

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Motion: Moved, by Commissioner Pesantes and seconded by Commissioner Choi.
Motion carried by the following vote:

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

[3.] PUBLIC HEARING:

3-A CONTINUED PUBLIC HEARING – ZONING CODE AMENDMENT (ZCA-23-02) – A RESOLUTION RECOMMENDING CITY COUNCIL ADOPT AN ORDINANCE ESTABLISHING A 1000 FOOT HEALTH PROTECTION ZONE BETWEEN SENSITIVE RECEPTORS AND FIREARMS DEALERS WITHIN THE CITY OF MONTEREY PARK

Deputy City Attorney Tamayo gave a presentation on the proposed zoning code amendment for a gun dealer buffer zone ordinance in the City of Monterey Park.

Chair Chiang opened the item for discussion.

Commissioner Pesantes inquired if this ordinance would affect all sporting goods stores that sell firearms. Attorney Tamayo confirmed that it would affect all firearms retailers.

Commissioner Fung wanted clarification on one the term “Sensitive Business Receptor” that was mentioned in the presentation. Deputy City Attorney Tamayo defined it as residences, schools, community resource centers, health care facilities and live-in housing.

Commissioner Pesantes inquired regarding the applicability of the ordinance on existing firearm dealers such as the Big 5 Sporting Goods store in Monterey Park.

Deputy City Attorney Tamayo stated that existing firearm dealers who were legally established would be able to continue to operate as a legal non-conforming use. He clarified that the ordinance would only be applied to any new businesses established after the passing of the ordinance.

Commissioner Fung expressed his concern about the effectiveness of the ordinance and stated that most assailants purchase their guns outside of the area they plan to attack.

Commissioner Choi, Vice Chair Sam, and Commissioner Pesantes sought clarification regarding the applicability of legal non-conforming status for firearm dealers.

Interim Planning Manager Chow defined “legal non-conforming” and provided a threshold of when a business would qualify as legal non-conforming use based on the Municipal Code. She further explained that a business may still qualify as legal non-conforming during a change in ownership if all other applicable criteria is met.

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Commissioner Fung further inquired about the buffer zone. Deputy City Attorney Tamayo explained that the buffer zone is a linear 1000’.

Vice Chair Sam recognized that the ordinance is a good first step to combat gun violence but questioned the effectiveness of the ordinance without a change on the national level.

Chair Chiang sought further clarification regarding the threshold of a legal non-conforming status; inquired if a new unit within the same plaza, an expansion of a business, or a change in ownership would still qualify a business as legal non-conforming.

Interim Planning Manager Chow clarified that the change in location would nullify a business’s legal non-conforming status. She clarified that any expansion of a business, even a square foot, would also nullify a legal non-conforming status. She reiterated that a change in business owner would not nullify a business’s legal non-conforming status.

Deputy City Attorney Tamayo adds that the new ordinance would not affect the legal non-conforming municipal code that already exists.

Vice Chair Sam asked how planning tracked the increase in intensity of a use and whether that would affect the legal non-conforming status of a business.

Interim Planning Manager Chow clarified that the Municipal Code does not prohibit a legal non-conforming use to increase intensity as long as the square footage of the business itself does not increase. Deputy City Attorney Tamayo added that changes in the interior are usually tracked via plan check review.

Chair Chiang suggested all businesses should provide a floor plan as part of the submittal process in order to keep track of the square footage occupied and intensity of a use. He also suggested all legal non-conforming businesses currently operating should be reviewed and have conditions imposed on them.

Chair Chiang also inquired about the ordinances effect and applicability on home occupations. Interim Planning Manager Chow clarified that home occupations do not allow for any type of in person sales, including firearms sales. Home Occupation requirements would remain unaffected by the new ordinance.

Commissioner Pesantes expressed that the new ordinance would only limit the legal sales and ownership of firearms. She stated the new ordinance was in opposition to citizens 2nd Amendment rights. Commissioner Pesantes highlighted that shooting was an Olympic sport and that a woman from a neighboring city won a gold medal.

Commissioner Choi expressed his support for the ordinance stating that the ordinance is worth passing if it helps prevent even one death caused by gun violence in the city.

Chair Chiang closed the public hearing.

Action Taken: The Planning Commission voted to adopt the ordinance.

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Motion: Moved, by Commissioner Choi and seconded by Vice Chair Sam, motion carried by the following roll-call vote:

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

[4.] OLD BUSINESS:

None.

[5.] NEW BUSINESS:

None.

[6.] COMMISSION COMMUNICATIONS AND MATTERS:

Commissioner Choi announced that it is his last Planning Commission meeting and expressed his gratitude in the chance to serve as part of the Commission.

Commissioner Sam expressed her concerns regarding the circulation for Market Place and questioned why the Planning Commission was not consulted. She encouraged the other Commissioners to attend the City Council meeting scheduled for July 19, 2023 to express

Discussion ensued related to what items are considered before the Planning Commission or the City Council and public noticing for each type of hearing.

Interim Planning Manager Chow thanked Commissioner Choi for his years of service and wished him well on his future endeavors.

[7.] FUTURE AGENDA ITEMS:

Regularly scheduled meeting for July 11, 2023 cancelled due to a lack of items. Next regularly scheduled planning commission is scheduled for July 25, 2023.

ADJOURNMENT:

There being no further business for consideration, the Planning Commission meeting was adjourned at 7:41 p.m.

Jessica Serrano
Director of Community Development

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Planning Commission Staff Report

DATE: July 25, 2023

AGENDA ITEM NO: 3-A

TO: The Planning Commission
FROM: Jessica Serrano, Director of Community Development
SUBJECT: A Public Hearing to consider Conditional Use Permit (CUP-23-01), a request to allow a Day Care Center to operate within the Central Business ("C-B") Zone on property located at 501 West Garvey Avenue, Units 201-204 (Assessor's Parcel Number 5256-011-102) ("Subject Property").

RECOMMENDATION:

It is recommended that the Planning Commission consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) After considering the evidence received during the public hearing, adopting a resolution approving the requested Conditional Use Permit (CUP-23-01), subject to conditions of approval; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act)

The City reviewed the environmental impacts of the Project under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines § 15301 (Existing Facilities) exempts existing facilities from further review, including, without limitation, negligible expansions of existing uses. This Project will not have a significant effect on the environment because the Project consists of a conditional use permit to establish an afterschool day care center within an existing building where no exterior improvements or expansions are proposed. Accordingly, this Project is exempt from further review pursuant to CEQA Guideline § 15301.

EXECUTIVE SUMMARY:

The applicant, Ms. Annie Chen, requests approval of CUP-23-01 to allow the operation of a new Day Care Center at the Subject Property pursuant to the Monterey Park Municipal Code ("MPMC") § 21.10.030. The proposed business would occupy a tenant space, approximately 3,400 square feet in size, within an existing commercial development. Overall, the proposed use is consistent with the City's Municipal Code and the General Plan and recommends approval of CUP-23-01, subject to the conditions of approval contained in Exhibit A of the Resolution.

TYPE OF ACTION (QUASI-JUDICIAL)

The recommended action is to adopt a CUP. In considering such actions, the Planning Commission acts in a quasi-judicial role. In doing so, the Planning Commission acts like a court: it applies facts gathered during a public hearing to existing law. Just like a court, the Planning Commission can only consider facts that are relevant to the case. A party appearing before the legislative body is entitled to:

- Notice of the proposed action;
- Reasons for the action;
- A copy of the evidence on which the action is based; and
- The right to respond before a reasonably impartial, noninvolved reviewer.

The Planning Commission must base its decisions upon substantial evidence within the record. "Substantial evidence" generally means enough relevant information and reasonable inferences from information gathered during a public hearing that a fair argument can be made to support a conclusion, even though other conclusions might also be reached. Argument, speculation, unsubstantiated opinion or narrative, evidence which is clearly erroneous or inaccurate, or evidence of social or economic impacts does not constitute substantial evidence. Substantial evidence includes facts, reasonable assumptions predicated upon facts, and expert opinion supported by facts. If the Planning Commission asks irrelevant questions and bases its decision-making on such questions, a court may overturn the Planning Commission's decision and potentially hold the City liable for violating the applicant's constitutionally protected due process rights.

To approve the CUP (per MPMC § 21.32.020), the Planning Commission must find that:

- The site is adequate in size, shape and topography for the proposed use including without limitation, any required yards, walls, fences, parking and loading facilities, landscaping, setbacks, and other development standards prescribed in the MPMC;
- The site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use;
- The proposed use is consistent with the General Plan and any applicable specific plan;
- The proposed project will not create unusual noise, traffic, or other conditions that may be objectionable, detrimental, or incompatible with surrounding properties or other permitted uses in the City;
- That the proposed use will not have an adverse effect on the public health, safety and general welfare; and
- That the use applied for at the location set forth in the application is properly one

authorized by conditional use permit pursuant to this code.

BACKGROUND:

The Subject Property is within an existing commercial development located at the northeast corner of Ynez Avenue and Garvey Avenue. It has a zoning designation of C-B and a General Plan land use designation of Mixed Use. The Subject Property is rectangular in shape, approximately 25,170 square feet in size, and consists of a single parcel. It is currently developed with a two-story commercial center and a two-story office building comprised of multiple tenant spaces and accessible off Ynez Avenue and Garvey Avenue (see Figure 1: Site Plan).

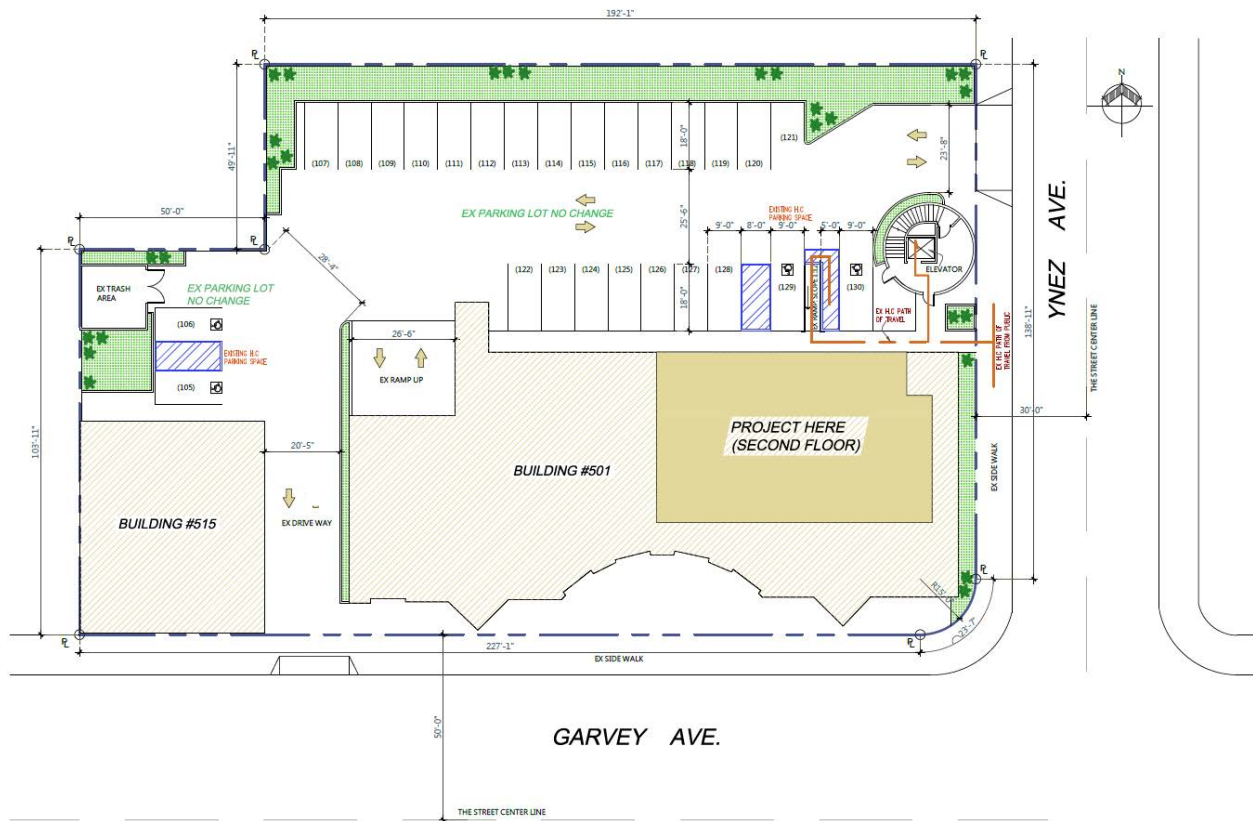


Figure 1: Site Plan

Located to the north of the Subject Property is a multi-family residential development. The surrounding uses from the Subject Property to the east (across Ynez Avenue), south (across Garvey Avenue), and west are commercial developments.

ANALYSIS:

The proposed Day Care Center will be located within Units 201-204 of the Subject Property and is a conditionally allowed use in the C-B zone. Units 201-204 will be combined to create a 3,400 square feet single tenant space. No physical changes are proposed to Units 201-204 other than interior tenant improvements.

The applicant proposes to provide a Day Care center to the local community and provides an environment for students to interact through activities such as games, music, and art. The proposed business operating hours are from Monday through Sunday from 1:30 p.m. to 6:00 p.m. The business anticipates 50 to 60 children and will serve students from kindergarten to 8th grade. There will be four (4) staff members that will provide supervision and carry out activities. The proposed floor plan for the Day Care center consists of three offices, five classrooms, and four all-gender restrooms (see Figure 2: Floor Plan).

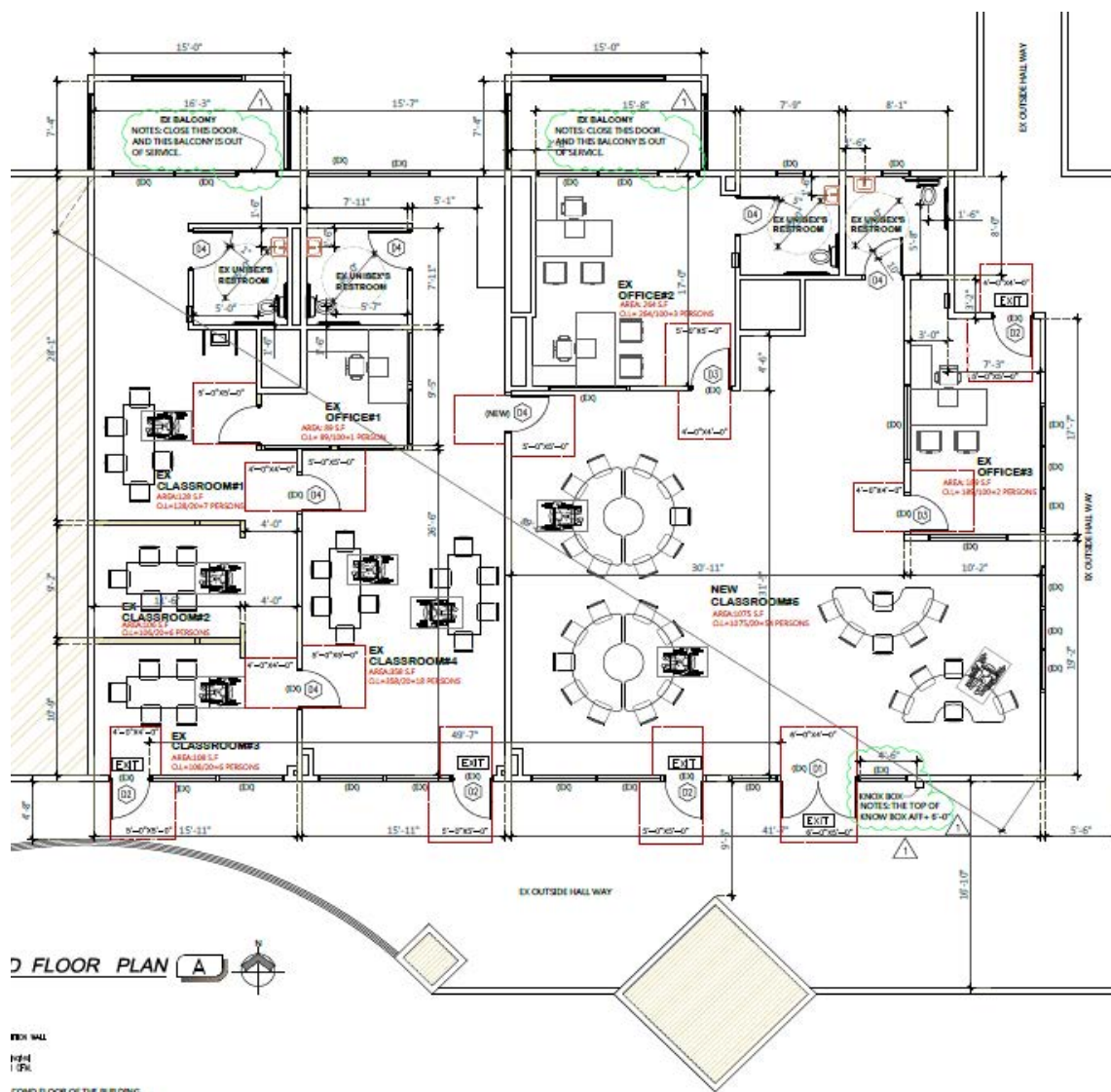


Figure 2: Floor Plan

Staff determined that the available parking at the site is adequate for the proposed use, further Subject Property is within a ½ mile of a high-quality transit corridor, and state law does not require parking for uses in that vicinity. Vehicular access to the Subject Property is provided via two driveway approaches; one accessible from Ynez Avenue, the other accessible from Garvey Avenue, however, it is only an exit. The applicant will provide pick-up/drop-off utilizing two minivans to pick up children directly from different

school locations. Two 15-minute loading parking spaces will be used for drop-off and later pick-ups (see Figure 4: Site Plan – 15 Minute Loading Spaces). The two minivans will not be parked at the site overnight as they will leave the premises after they drop off the children. The parents will pick up the children prior to the end of business hours. The applicant's employees will be parking at the basement level during operation hours. There will be four employees.

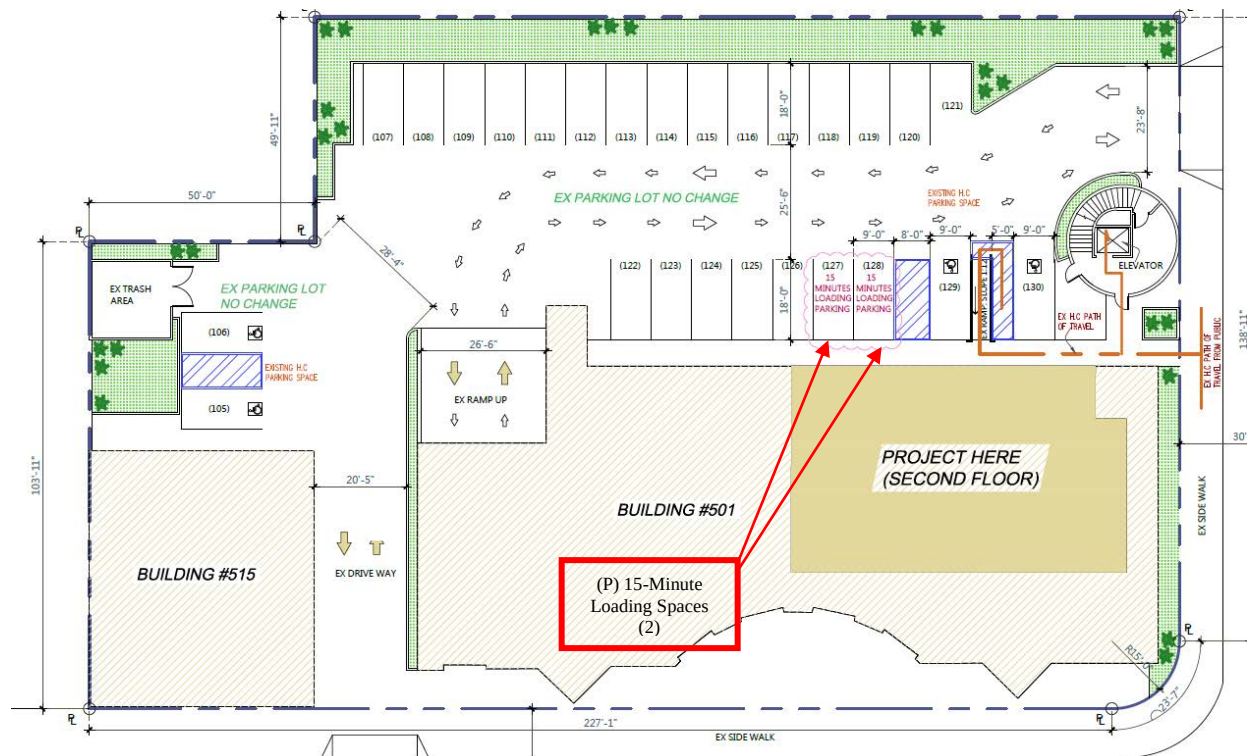


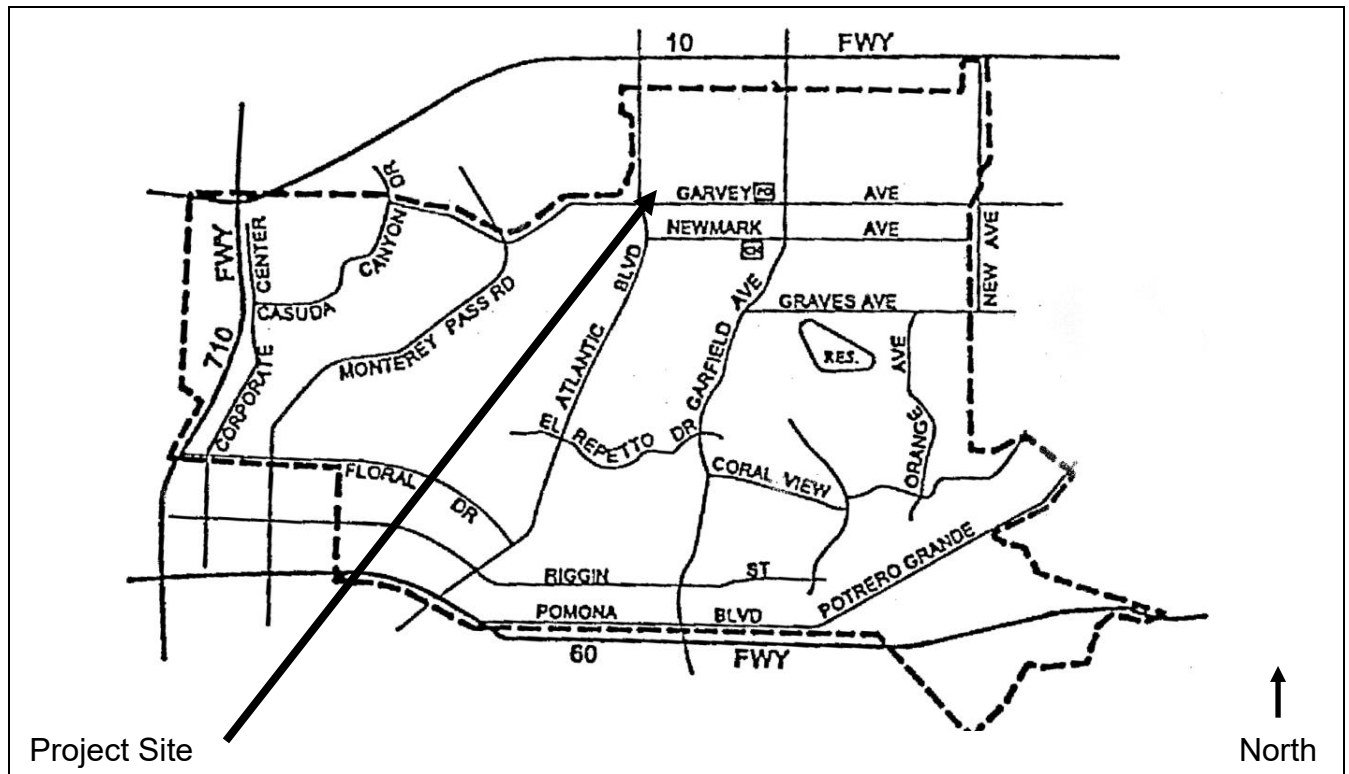
Figure 4: Site Plan - 15 Minute Loading Spaces

Traffic and safety concerns related to the proposal have been addressed through the creation of loading areas to maintain safety of staff, children being served by the establishment, and other patrons of the commercial development. Overall, the proposed use is consistent with the City's Municipal Code and the General Plan and recommends approval of CUP-23-01, subject to the conditions of approval contained in Exhibit A of the Resolution.

Legal Notification

The legal notice of this hearing was posted at City Hall, Monterey Park Bruggemeyer Library, and Langley Center and published in M.P. Progress on July 13, 2023, with affidavits of posting on file. The legal notice of this hearing was mailed to 153 property owners within a 300-foot radius and current tenants of the property concerned on July 13, 2023.

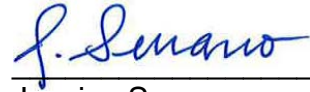
Vicinity Map



Aerial Map



Respectfully submitted,

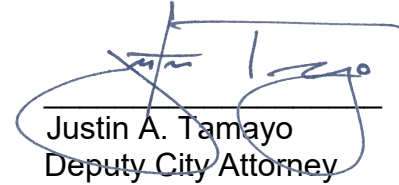


Jessica Serrano
Community Development
Director

Prepared by:

Beth Chow for
Kevin Tan
Assistant Planner

Reviewed by:



Justin A. Tamayo
Deputy City Attorney

ATTACHMENTS:

- Attachment 1: Resolution, with Exhibit A
- Attachment 2: Site and Floor Plans
- Attachment 3: Notice of Exemption

ATTACHMENT 1

Resolution, with Exhibit A

RESOLUTION NO. _____

**A RESOLUTION APPROVING CONDITIONAL USE PERMIT (CUP-23-01)
TO ALLOW AN DAY CARE CENTER WITHIN THE CENTRAL BUSINESS
(C-B) ZONE ON PROPERTY LOCATED AT 501 WEST GARVEY
AVENUE, UNIT 201-204**

The Planning Commission of the City of Monterey Park does resolve as follows:

SECTION 1: The Planning Commission finds and declares that:

- A. On February 9, 2023, Ms. Annie Chen (“Applicant”), submitted an application, pursuant to Monterey Park Municipal Code (“MPMC”) § 21.32.020, requesting approval of Conditional Use Permit (CUP-23-01) to allow a Day Care Center at 501 West Garvey Avenue, Units 201-204 (“Project”);
- B. The proposed Project is located in the C-B (Central Business) zone, where such Day Care Center use is permitted with a CUP in the zoning district;
- C. The proposed Project was reviewed by the City of Monterey Park, Community Development Department for, in part, consistency with the General Plan, conformity with the MPMC and California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA,” and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, *et seq.*, the “CEQA Guidelines”));
- D. The Community Development Department completed its review and scheduled a public hearing regarding the Project before the Planning Commission for July 25, 2023;
- E. Notice of Public Hearing before the Planning Commission was duly given and published in the time, form, and manner as required by law;
- F. On July 25, 2023, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the proposed Project including, without limitation, information provided to the Planning Commission by City staff and public testimony; and
- G. This Resolution and its findings are made based upon the testimony and evidence presented to the Commission at its July 25, 2023 hearing including, without limitation, the staff report submitted by the Community Development Director.

SECTION 2: *Factual Findings and Conclusions.* The Planning Commission finds that the following facts exist and makes the following conclusions:

- A. The Applicant is requesting approval of CUP-23-01 to establish Day Care center within an existing multi-tenant commercial property. The tenant space is approximately 3,400 square feet and will feature three offices, five classrooms, and

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four all-gender restrooms. The business operating hours will be Monday through Sunday from 1:30 p.m. to 6:00 p.m.

- B. The property located at 501 West Garvey Avenue, Units 201-204 has a zoning designation of Central Business (C-B) and a General Plan land use designation of Mixed Use. An Day Care center is a conditionally allowed use in the C-B zone.
- C. The property is rectangular in shape, and approximately 25,170 square feet in size, consisting of a single parcel, Assessor's Parcel Number 5256-011-102. The subject property is located at the northeast corner of Ynez Avenue and Garvey Avenue. It is currently developed with a two-story commercial center and a two-story office building comprised of multiple tenant spaces, with vehicular accessibility off Ynez Avenue and Garvey.
- D. Located to the north of the Subject Property is a multi-family residential lot. Commercial developments are located to the south (across Garvey Avenue), east (across Ynez Avenue), and west.
- E. The proposed tenant space is 3,400 square feet, which generate minimal impacts to traffic and parking demands. The Subject Property is located within a one-half mile of public transit located at the north-west corner of the intersection of Garvey Avenue and Ynez Avenue and is not required to provide any parking pursuant to Government Code Section 65863.2.

SECTION 3: Environmental Assessment.

The City reviewed the environmental impacts of the Project under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, et seq., the "CEQA Guidelines"). CEQA Guidelines § 15301 (Existing Facilities) exempts existing facilities from further review, including, without limitation, negligible expansions of existing uses. This Project will not have a significant effect on the environment because the Project consists of a conditional use permit to establish an afterschool day care center within an existing building where no exterior improvements or expansions are proposed. Accordingly, this Project is exempt from further review pursuant to CEQA Guideline § 15301.

SECTION 4: Conditional Use Permit Findings. Pursuant to MPMC § 21.32.020(B), the Planning Commission finds as follows:

- A. The site is adequate in size, shape, and topography for the proposed use in that the proposed use is a proposed Day Care center business within an existing commercial development with multiple tenant spaces. The tenant space of approximately 3,400-

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square feet is adequate in size and shape to accommodate the operation of the Day Care center business. No additional square footage would be added to the building footprint and no physical changes are proposed to the site;

- B. The site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use. Garvey Avenue and Ynez Avenue will continue to be able to accommodate the amount of traffic generated by the proposed Day Care center use that is to occupy tenant space within an existing commercial building. The proposed use is not expected to significantly increase traffic;
- C. The proposed use is consistent with the General Plan and conforms to objectives of the General Plan and the Monterey Park Municipal Code zoning regulations. The subject property is designated Mixed Use in the General Plan. The Mixed Use Land use category allows for a broad range of retail and service commercial uses, hospitality, entertainment, medical, professional offices, and residential uses. It encourages a diverse mix of uses that are innovative, competitive, entrepreneurial, local, and sustainable, thereby meeting residents' and visitors' desires and needs. The proposed use is a Day Care center within an existing commercial building;
- D. The proposed use will not create unusual noise, traffic, or other conditions that may be objectionable, detrimental, or incompatible with surrounding properties or other uses in the City. No improvements to the adjacent principal arterial of Garvey Avenue are required. The adjacent portion Ynez Avenue is designated as a secondary arterial street. Pursuant to the Circulation Element of the General Plan, collector streets are generally designed to accommodate 15,000 to 25,000 average daily trips. Therefore, said principal arterial and collector are sufficient and adequate to handle any potential increase in vehicles to and from the proposed use.
- E. The proposed use, as conditioned, will not have an adverse effect on the use, enjoyment or valuation of property in the neighborhood as required security measures will minimize the potential for any negative impacts. The proposed Day Care center business is to provide distinctive and appropriate use within the C-B zone and it is professional in nature and consistent with the low-impact businesses nearby.
- F. The proposed use will not have an adverse effect on the public health, safety, and general welfare because the limited size of the use will limit any potential adverse effects to neighboring properties. Staff will require the applicant provide a pickup/drop off plan as part of the conditions of approval.
- G. The proposed use is authorized by conditional use permit pursuant to the Zoning Code. MPMC § 21.10.030 specifically allows for a Day Care center in the C-B (Central Business) Zone subject to CUP approval.

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SECTION 5: Approval. Subject to the conditions listed on the attached Exhibit "A," which are incorporated into this Resolution by reference, the Planning Commission approves Conditional Use Permit (CUP-23-01).

SECTION 6: Notice of Exemption. The Director of Community Development, or designee, is directed to file a Notice of Exemption in accordance with CEQA §§ 15062, and any other applicable law.

SECTION 7: Reliance on Record. Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 8: Construction. This Resolution must be broadly construed in order to achieve the purposes stated in this Resolution. It is the Planning Commission's intent that the provisions of this Resolution be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 9: Limitations. The Planning Commission's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the Planning Commission's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 10: Severability. If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the Planning Commission intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 11: Preservation. This Resolution does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Resolution's effective date. Any such amended part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Resolution.

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SECTION 12: *Summaries of Information.* All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 13: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 14: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 15: A copy of this Resolution will be mailed to the applicant and to any other person requesting a copy.

SECTION 16: This Resolution is the Planning Commission's final decision and will become effective immediately upon adoption, and will remain effective unless the action is appealed within ten days pursuant to MPMC § 21.32.060, and MPMC § 1.10.

SECTION 17: The Planning Commission Chairperson, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the Planning Commission of the City of Monterey Park, and the Planning Commission Secretary is directed to attest thereto.

PASSED, APPROVED, AND ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF MONTEREY PARK THIS 25TH DAY OF JULY 2023.

Jack Chiang, Chairperson

I hereby certify that the foregoing Resolution was duly adopted by the Planning Commission of the City of Monterey Park at the regular meeting held on the 25th day of July 2023, by the following vote of the Planning Commission:

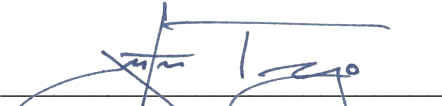
**AYES:
NOES:
ABSTAIN:
ABSENT:**

Jessica Serrano, Secretary

PLANNING COMMISSION
RESOLUTION NO.
PAGE 6 OF 6

APPROVED AS TO FORM:
KARL H. BERGER, CITY ATTORNEY

By:



Justin A. Tamayo,
Deputy City Attorney

RESOLUTION NO.

Exhibit A

CONDITIONS OF APPROVAL

501 WEST GARVEY AVENUE, UNITS 201-204

In addition to all applicable provisions of the Monterey Park Municipal Code ("MPMC"), Annie Chen (the "Permittee"), agrees to comply with the following conditions of approval ("Project Conditions") for Conditional Use Permit ("CUP-23-01").

PLANNING:

1. The Permittee agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising from the City's approval of CUP-23-01 except for such loss or damage arising from the City's sole negligence or willful misconduct. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City approval of CUP-23-01, the Permittee agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of Monterey Park's elected officials, appointed officials, officers, and employees.
2. CUP-23-01 expires 12 months after its approval if the use has not commenced or if improvements are required, but construction has not commenced under a valid building permit. A total of a one-year extension may be granted by the Planning Commission upon finding of good cause. An application requesting an extension must be filed with the Community Development Director, or designee.
3. The Permittee is responsible for maintaining the area adjacent to the business location and the site in general, including any parking areas, parkways and alleys.
4. The Permittee must ensure the Property is well maintained and free of graffiti. The Permittee's failure to remove graffiti within 24 hours of written notice by the City will result in the City abating the graffiti at the Permittee's cost.
5. A copy of the Project Conditions for CUP-23-01 must be kept on the premises of the establishment and presented to any authorized City official upon request.
6. Permittee
7. The Day Care care center must maintain the layout and floor plans approved as part of CUP-23-01. The Community Development Director, or designee, is authorized to approve minor modifications to the approved preliminary plans or any of the conditions if such modifications achieve substantially the same results as would strict compliance with said plans and conditions.

**PLANNING COMMISSION
RESOLUTION NO.**

8. All conditions of approval must be listed on the plans submitted for plan check and on the plans for which any building permit is issued.
9. The Permittee must submit a pickup-drop off plan to the Community Development Director, or designee, for review and approval.
10. Overnight parking of minivans is prohibited.
11. The maximum number of students is 60.
12. Business operating hours are from Monday through Sunday from 1:30 p.m. to 6:00 p.m.

FIRE:

13. All conditions identified by the Fire Department are subject to review and approval by the Fire Chief for determination of applicability and extent to which any condition may be required.
14. Egress must be continuously maintained.
15. Exit door must meet all applicable codes per CFC 1010
16. Provide an approved automatic fire sprinkler system and fire alarm as set forth by Fire Code 903 and 907 under deferred submittals.
17. Fire Alarm – Voice Evacuation is required.
18. An approved carbon monoxide alarm system must be provided if there are any fossil fueled appliances. CFC § 915.2.3.
19. A Knox box must be provided at the front entry. Location to be determined prior to final inspection. CFC 506.1
20. If “As-built” plans are required, additional fees will be due for the review of the drawings.

POLICE:

21. The business must be equipped with an alarm system that covers break-ins and robberies. The alarm must be monitored by an alarm monitoring company who will notify the Monterey Park Police of any break-ins or robberies. Employees must have access to a hidden button that will trigger a silent alarm, notifying the alarm monitoring company that a robbery is taking place. The business owner/manager will obtain an alarm permit from the Monterey Park Police Department. The permit

**PLANNING COMMISSION
RESOLUTION NO.**

may be obtained by calling the Monterey Park Policy Community Relations Bureau at (626) 307-1215.

22. A high-definition video surveillance camera system must cover the outer perimeter of the building, all areas of the parking lot, and the main entry door to the building. The video surveillance cameras must be on and recording at all times. The video surveillance cameras must record onto a recording medium/device and such recordings must be kept for a minimum of 30 days. All recordings must be made immediately available to any law enforcement officer if requested for official purposes. Nothing in this condition will require the business owner or responsible party from violating privacy laws, as it pertains to video surveillance cameras.
23. The business owner/manager must submit a site security/safety plan to the Chief of Police for review and approval. The security/safety plan must outline the measures taken to protect the safety and well-being of the children. Items to be covered must include, without limitation:
 - Means to prevent children from walking away from the school/business.
 - Means to prevent unauthorized persons from entering the school/business.
 - Means to prevent child abduction from the school/business.

The business owner/manager is required to submit and receive approval of the Security/Safety Plan from the Chief of Police, or designee, before opening for business.

24. The Starkids Day Care center will comply and maintain adherence to all local, state, and federal laws governing schools, to include, without limitation, center licensing, child care licensing, the hiring of employees, and agents.

By signing this document, the Permittee, certifies having read and understood the Project Conditions, and agrees to comply with the Project Conditions.

Annie Chen, Permittee

ATTACHMENT 2

Site and Floor Plans

STARKIDS DAYCARE CENTER

501 W GARVEY AVE. UNIT#201- #204
MONTEREY PARK, CA 91754

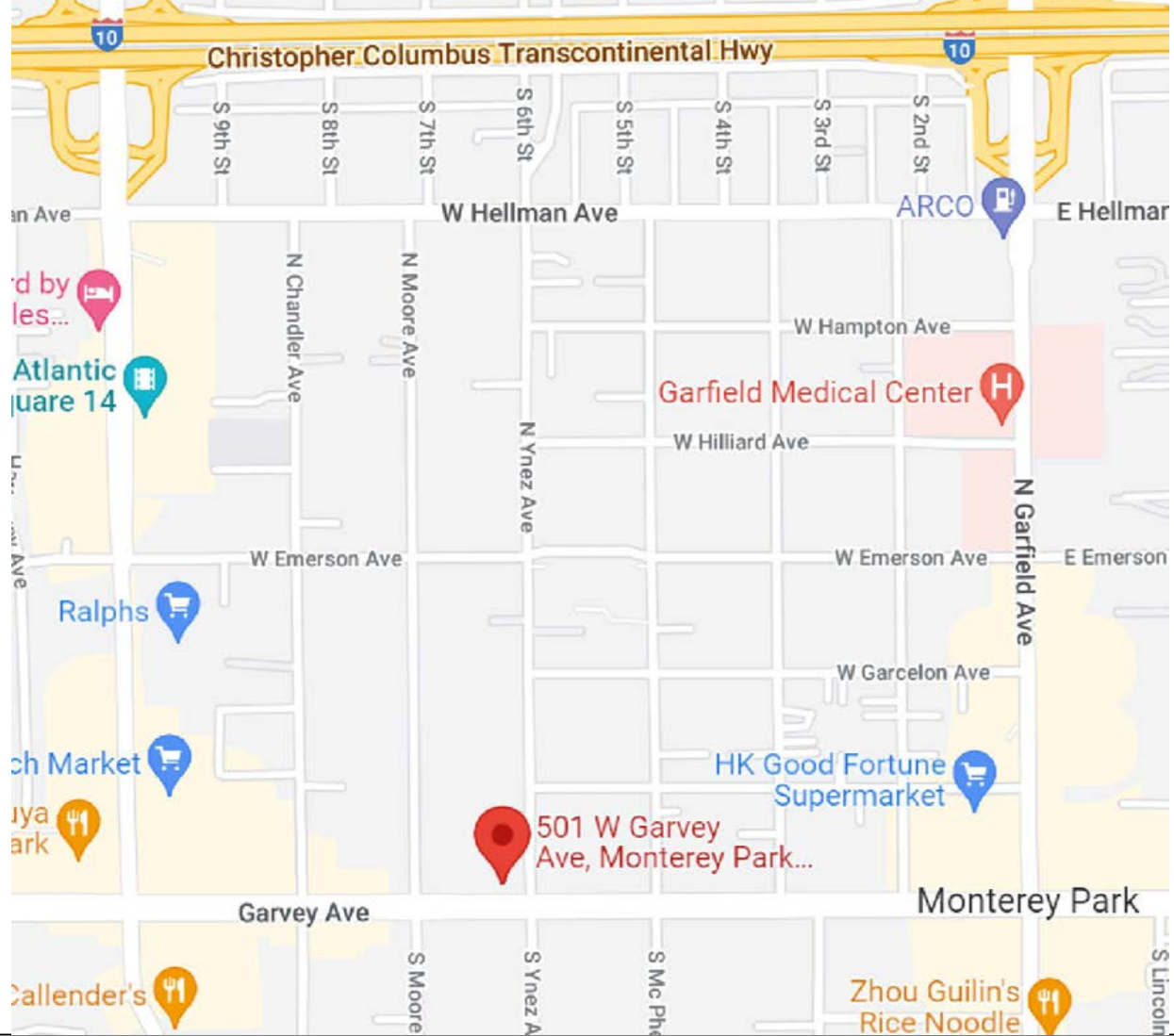
PROJECT SUMMARY

- 1.) APN# : 5256-011-101 & 5256-011-102
- 2.) ZONE : Commercial / Industrial
- 3.) TYPE OF OCCUPANT GROUP : E
TOTAL AREA: 3400 SF.
- 4.) TYPE OF CONSTRUCTION : V- B (FIRE SPRINKLER)
REQUIREMENT 2 EXITS , PROVIDE 3 EXITS
- 5.) TOTAL LOT SIZE: 35756 SF.
- 6.) PERCENTAGE OF EX LANDSCAPING: 3095/35756= 8.7% > 6%
(EXISTING LANDSCAPING NO CHANGE)
- 7.) BUILDING STORIES: 2
- 8.) CODE APPLIED:
1- 2022 CALIFORNIA BUILDING CODE - TITLE 24, PART 2
2- 2022 CALIFORNIA ELECTRICAL CODE - TITLE 24, PART 3
3- 2022 CALIFORNIA MECHANICAL CODE - TITLE 24, PART 4
4- 2022 CALIFORNIA PLUMBING CODE - TITLE 24, PART 5
5- 2022 CALIFORNIA ENCRGY CODE - TITLE 24, PART 6
6- 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE -TITLE 24, PART II
7- 2022 CBC with 2020 LA County amendments

PARKING ANALYSIS

					To Be Completed by Planning Staff	
Address/Unit	Business Name	Land Use	Unit Square Footage	Remark	Parking Ratio	Required Parking Stalls
BUILDING #501						
501- #101, #102, #103	MAMA LU'S DUMPLING HOUSE	RESTAURANT	3160 SF	EXISTING	1 SPACE / 100 S.F.	31.6 SPACES
501- #104	SHAO LIN KUNG FU	OFFICE	990 SF	EXISTING	1 SPACE / 250 S.F.	4.0 SPACES
501- #105	TEA BRICK	RESTAURANT	880SF	EXISTING	1 SPACE / 100 S.F.	8.8 SPACES
501- #106	Vacant		880SF	EXISTING		
501- #107	PREMIER DESSERT	RESTAURANT	1000 SF	EXISTING	1 SPACE / 100 S.F.	10 SPACES
501- #108, #109, #110	SHEN XIAN HOT POT	RESTAURANT	2900 SF	EXISTING	1 SPACE / 100 S.F.	29 SPACES
501- #201, #202, #203, #204	STARKIDS DAYCARE CENTER	CHILD CARE (MAX. EMPLOYEES: 4 MAX. STUDENTS UNDER HIGH SCHOOL AGE: 60)	3400 SF	PROPOSE	ONE PER EMPLOYEE +0.2 PER STUDENT	16 SPACES
501- #205	Vacant		800 SF	EXISTING		
501- #206	Vacant		800 SF	EXISTING		
501- #207, #208	LIN & CHOW Attorneys at Law	OFFICE	1,700 SF	EXISTING	1 SPACE / 250 S.F.	6.8 SPACES
BUILDING #515						
515	CENTRAL ESCROW GROUP, INC.	OFFICE	2,820 SF	EXISTING	1 SPACE / 250 S.F.	11.3 SPACES
TOTAL PARKING REQUIRE SPACE						117.5 SPACES
TOTAL PROVIDE PARKING SPACE(REGULAR PARKING: 124 + HANDICAP PARKING: 6)						130 SPACES

VICINITY MAP



SHEET INDEX

- | | |
|---------------------------|---------------------------|
| T-0 COVER SHEET | A-1 PROPOSED FLOOR PLAN |
| T-1 EXISTING PARKING PLAN | A-2 EXISTING CEILING PLAN |
| T-1.1 TRAFFIC FLOW PLAN | A-3 JOB SITE PHOTOGRAPH |
| T-1.2 TRAFFIC FLOW PLAN | A-4 EGRESS PLAN |

SCOPE OF WORK

1. CHANGE OF USE FROM OFFICE TO STARKIDS DAYCARE CENTER TO ACCOMMODATE APPROXIMATELY 60 CHILDREN.

Deferred Submittal

1. Deferred Submittal required for Fire Alarm - Voice Evacuation is required for this occupancy.
2. Deferred Submittal required for Sprinkler TI.

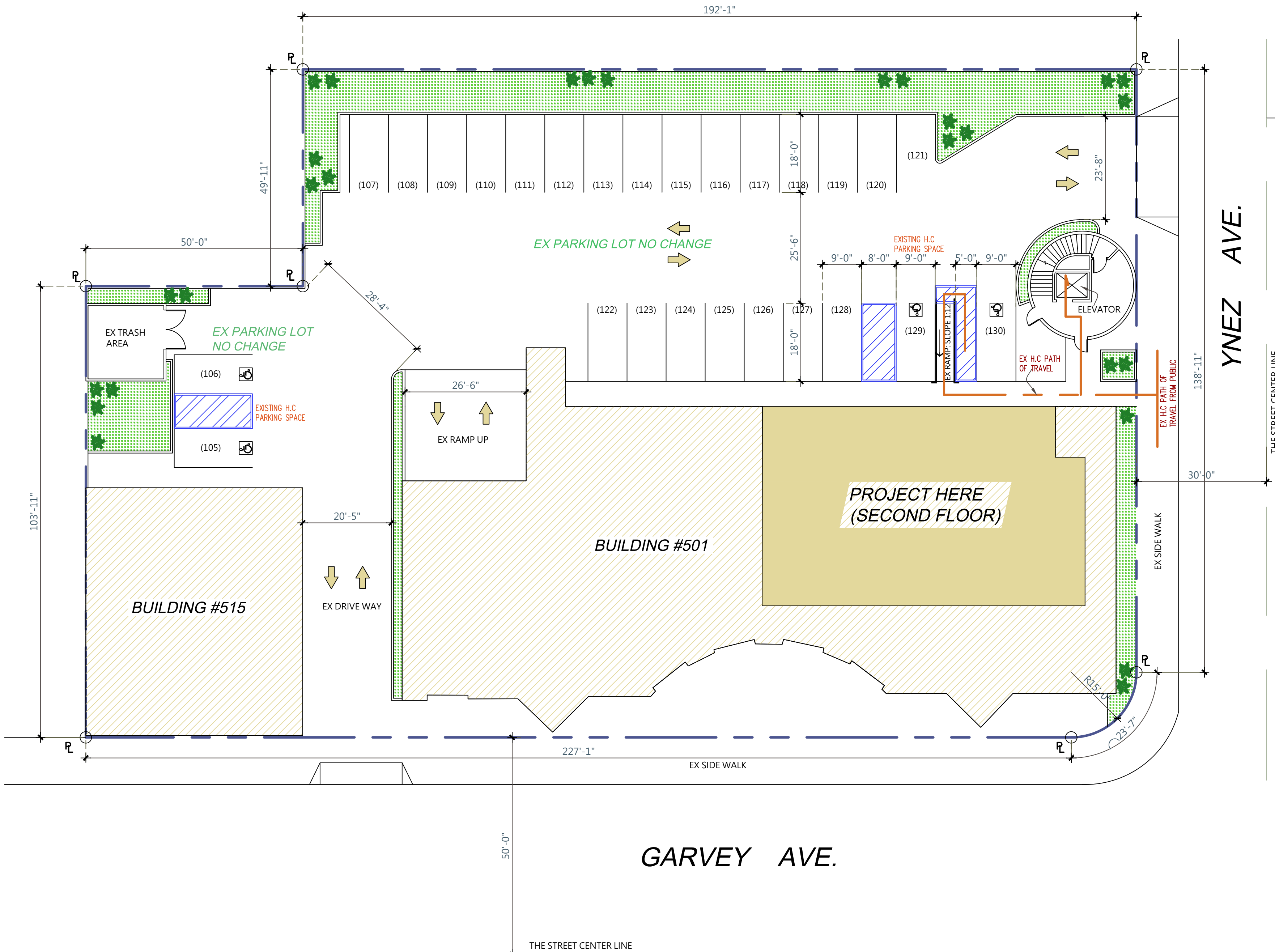
FIRE DEPARTMENT NOTE

1. Final Inspection will be required.

CONSULTANT INFORMATION

DC DESIGN & CONSULTING INC. DESIGNER: ALAN DENG TEL: 213-910-6006 ADDRESS: 1259 HERITAGE WAY COVINA CA 91724	TENANT: MIA QING (ANNIE) CHEN TEL: 626-551-7571 ADDRESS: 125-129 N. CHANDLER AVE. MONTEREY PARK CA 91754
--	---

SITE PLAN



DC Design & Consulting Inc.

1259 Heritage Way
Covina CA 91724
Tel: 213-910-6006
E-mail: wellideng123@gmail.com

A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE. UNIT#201- #204
MONTEREY PARK, CA 91754

Revisions:	
1	FIRE CORRECTION 4-4-2023
Stamp	

PERMIT#		
No.	Description	Date
Project No.:		
Drawn By: ALAN DENG		
Reviewed By:		
Scale:		
Date: 05-06-2023		
Filename:		
Sheet Title:		

COVER SHEET

Sheet #:

T-0

A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE. UNIT#201 - #204
MONTEREY PARK, CA 91754

Revisions:		
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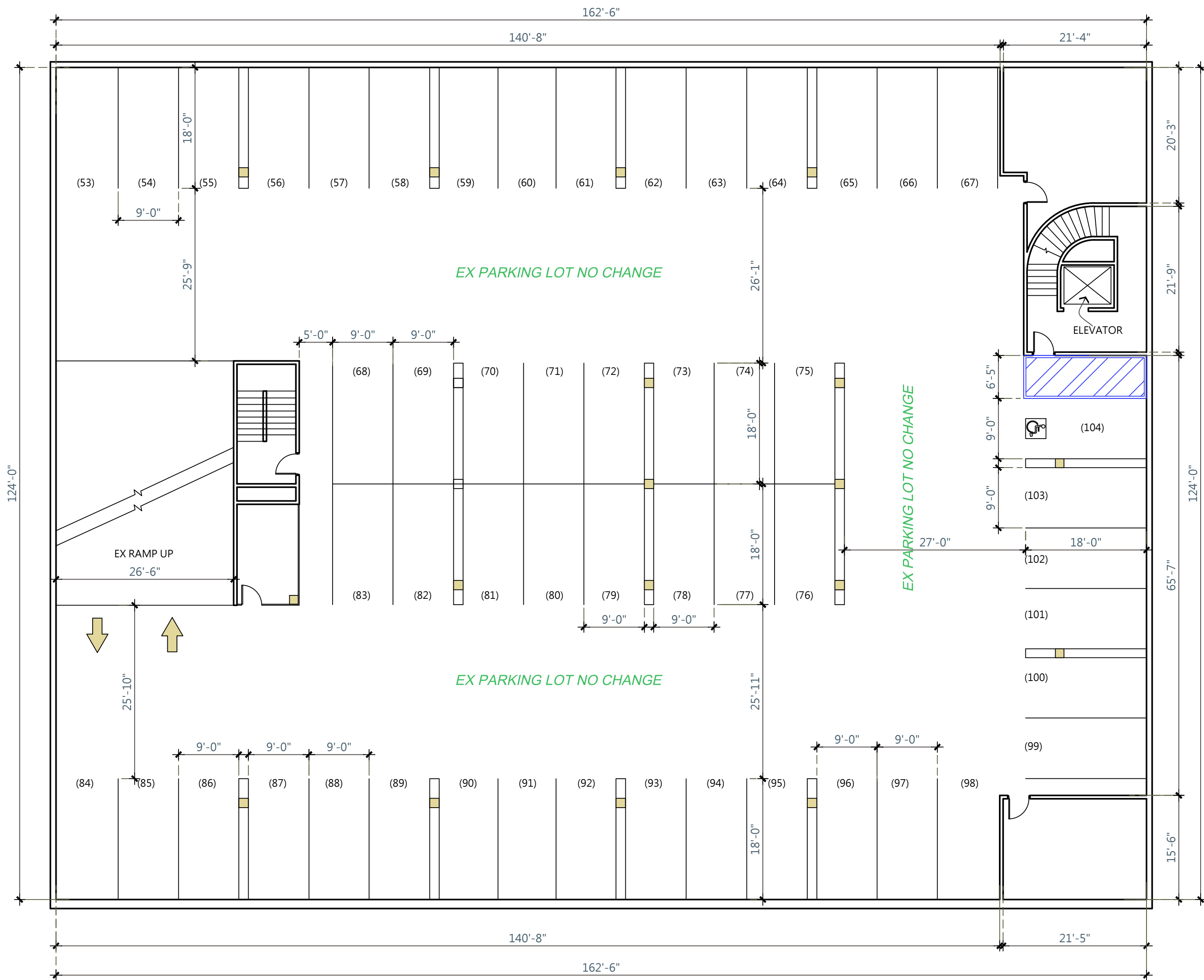
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Reviewed By:		
Scale:		
Date: 05-06-2023		
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Sheet Title:		

**EX PARKING
PLAN**

Sheet #:

T-1

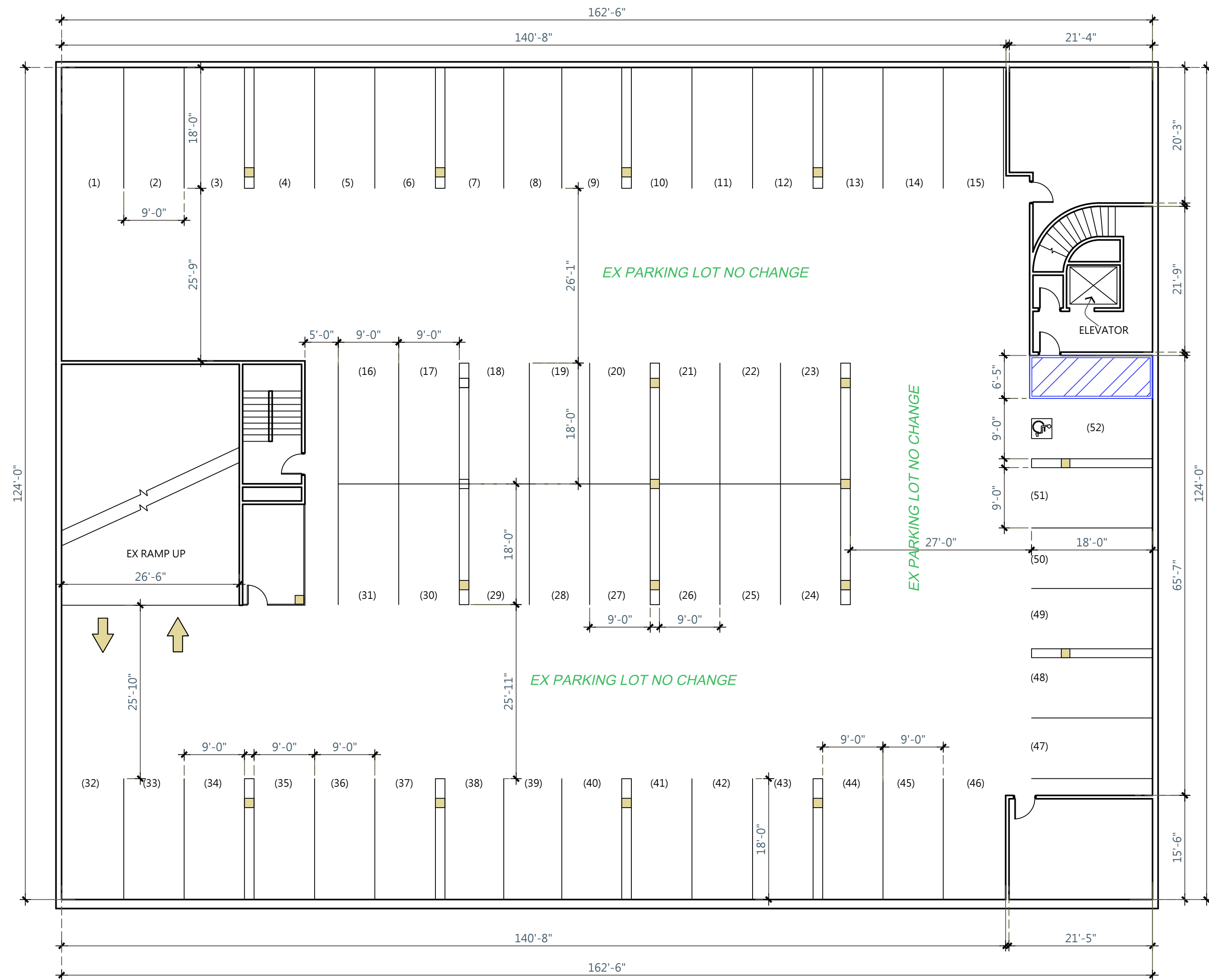
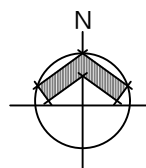
Not for construction until reviewed, signed, and dated.



EXISTING BASEMENT 1 PARKING PLAN

SCALE: 1/12"=1'-0"

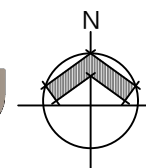
A



EXISTING BASEMENT 2 PARKING PLAN

SCALE: 1/12"=1'-0"

B



A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE. UNIT#201- #204
MONTEREY PARK, CA 91754

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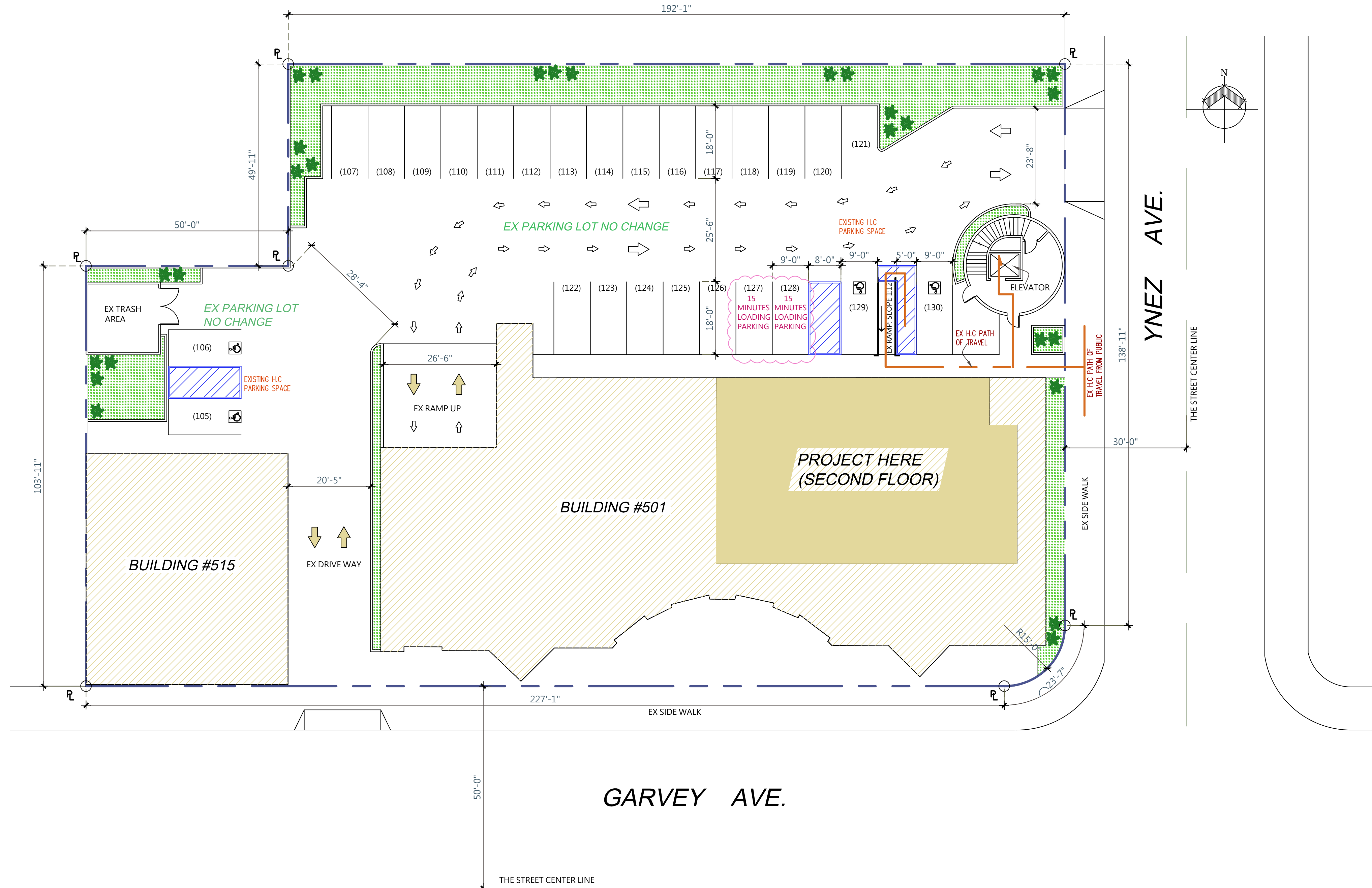
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Project No.:		
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Reviewed By:		
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Date: 05-06-2023		
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Sheet Title:		

**TRAFFIC FLOW
PLAN**

Sheet #:

T-1.1

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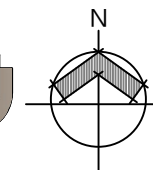


**TRAFFIC FLOW PLAN @
EXISTING GROUND FLOOR PLAN**

SCALE: 1/12"=1'-0"

LEGEND:

→ TRAFFIC FLOW DIRECTION



A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE. UNIT#201 - #204
MONTEREY PARK, CA 91754

Revisions:			
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Stamp			

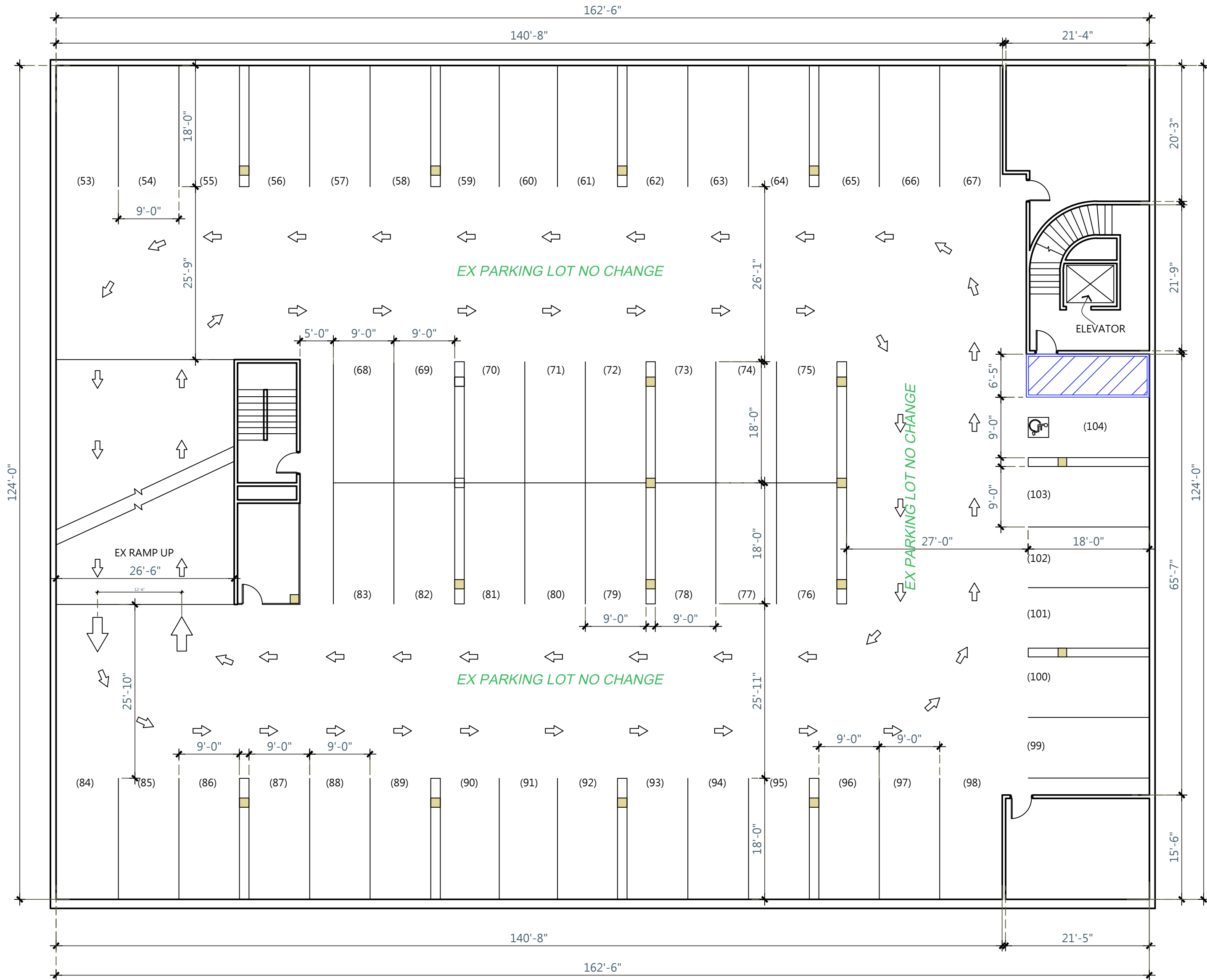
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Date: 05-06-2023		
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Sheet Title:		

TRAFFIC FLOW PLAN

Sheet #:

T-1.2

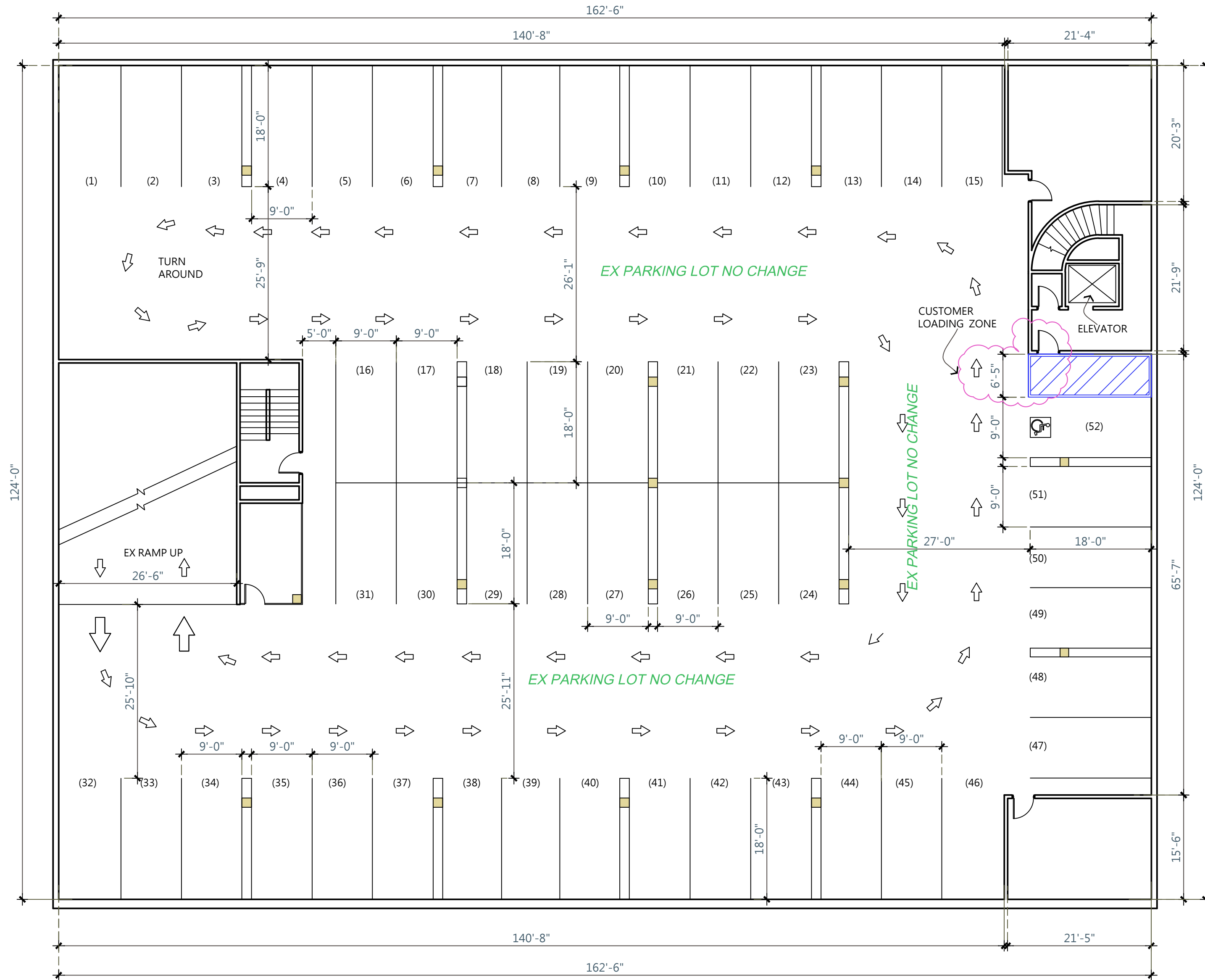
Not for construction until reviewed, signed, and dated.



TRAFFIC FLOW PLAN @
EXISTING BASEMENT 1 PARKING PLAN
SCALE: 1/12"=1'-0"

LEGEND:

➡ TRAFFIC FLOW DIRECTION



TRAFFIC FLOW PLAN @
EXISTING BASEMENT 2 PARKING PLAN
SCALE: 1/12"=1'-0"

LEGEND:

➡ TRAFFIC FLOW DIRECTION

SCALE (1)
N.T.S

SCALE (1)
N.T.S

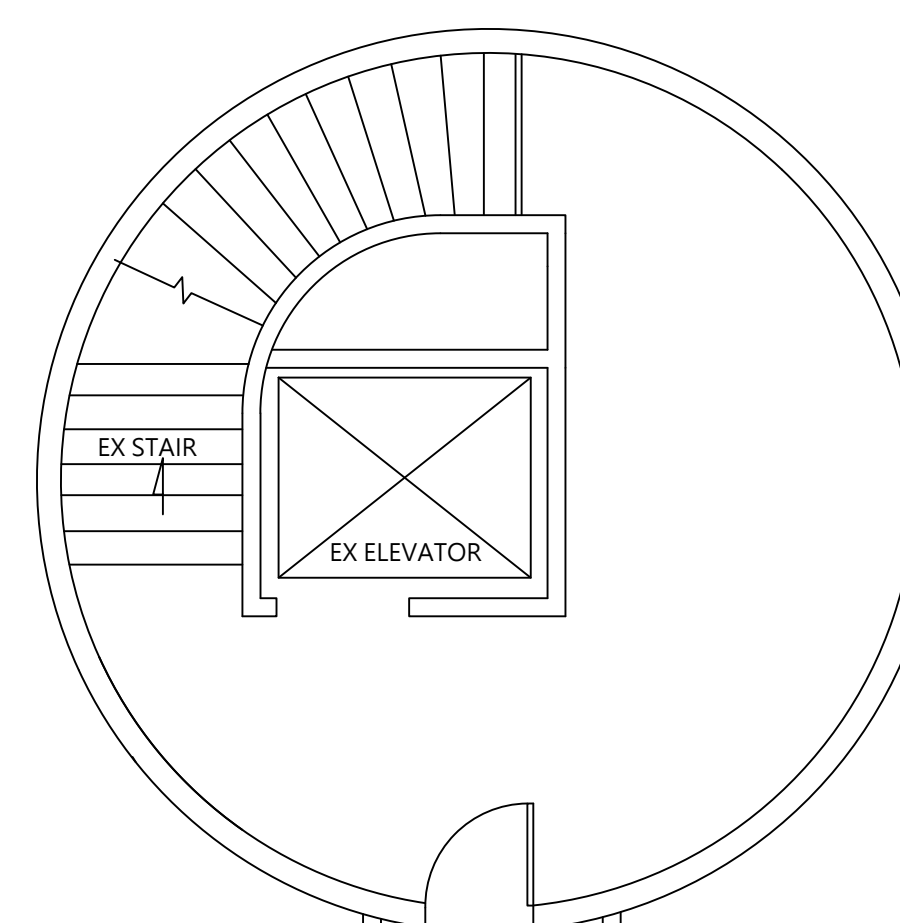
(FOR OPENING FIRE PROTECTION ASSEMBLIES PER CBC 2019 TABLE 716.1(2))

SCALE _____

N.T.S.

(FOR EGRESS PER CBC 2022 TABLE 1004.5)

SCALE 5
N.T.S



PROPOSED FLOOR PLAN

SCALE: 3/16"=1'-0"

- NOTES:
THIS PROJECT ON THE SECOND FLOOR OF THE BUILDING.

A Project for:

Revisions: _____
H FIRE CORRECTIONS 4-4-2023

Stamp

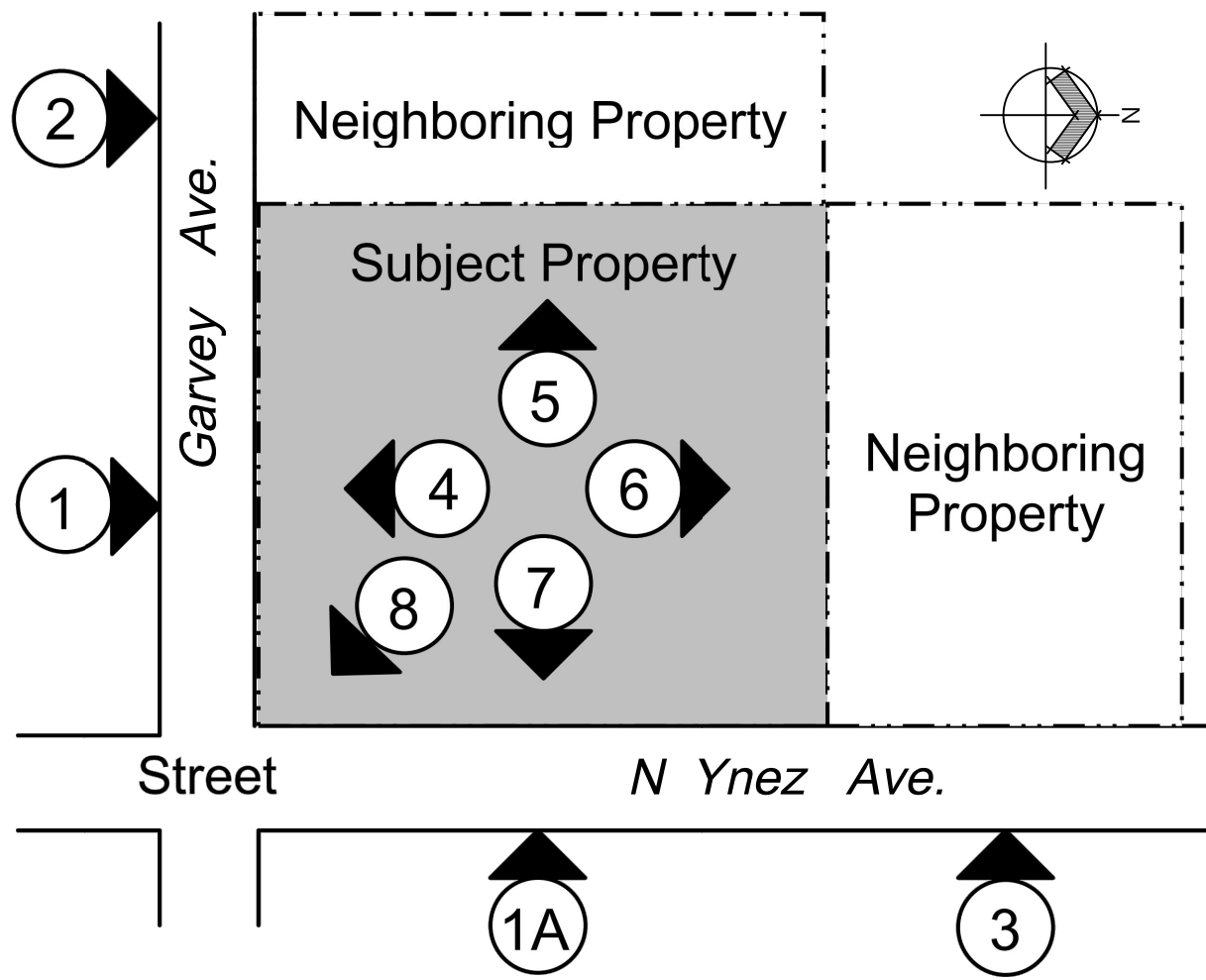
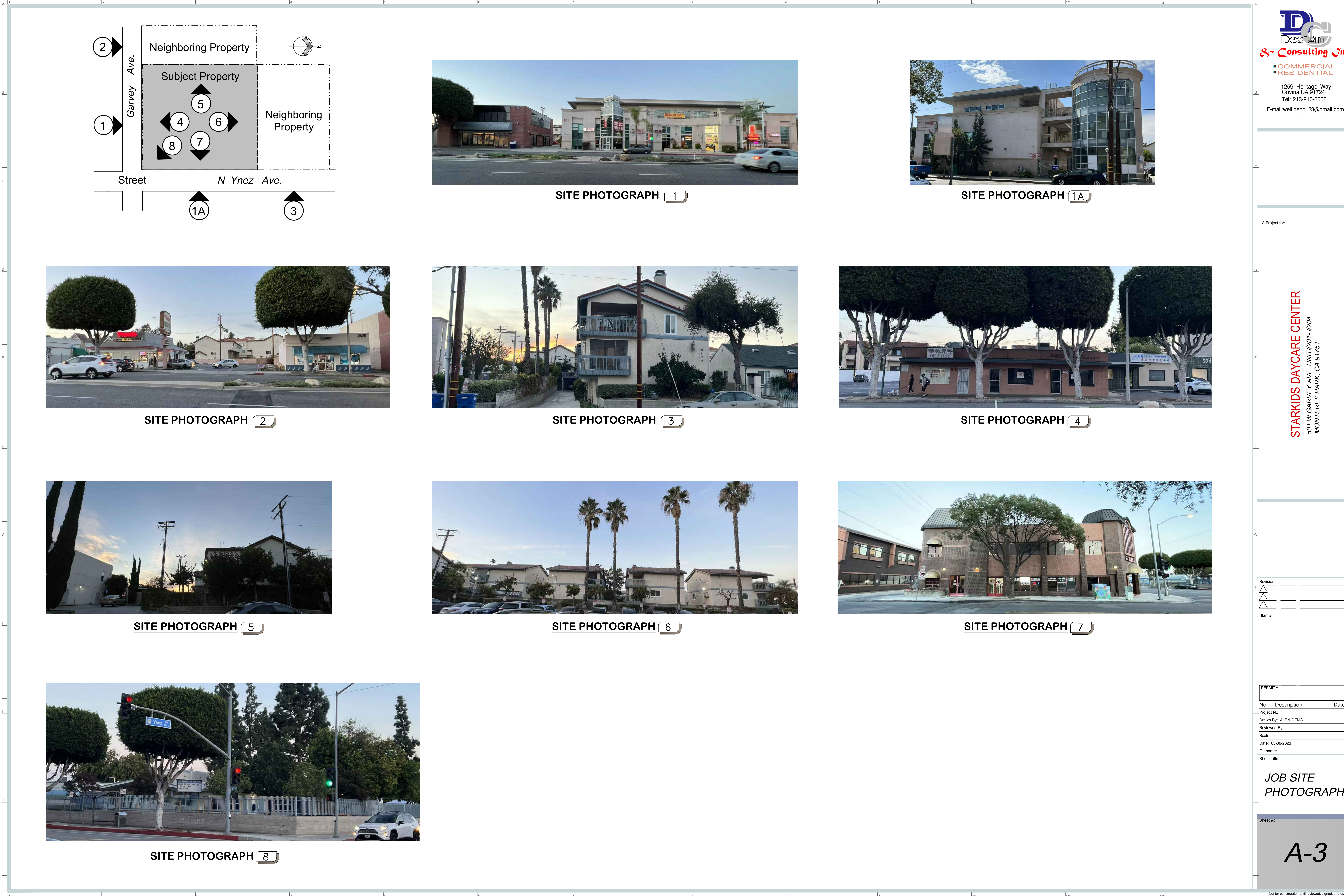
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Project No.:		
Drawn By: ALEN DENG		
Reviewed By:		
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Date: 05-06-2023		
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Sheet Title:		

*PROPOSED
FLOOR PLAN*

Sheet #

A-1

Not for construction until reviewed, signed, and dated



SITE PHOTOGRAPH 1



SITE PHOTOGRAPH 1A



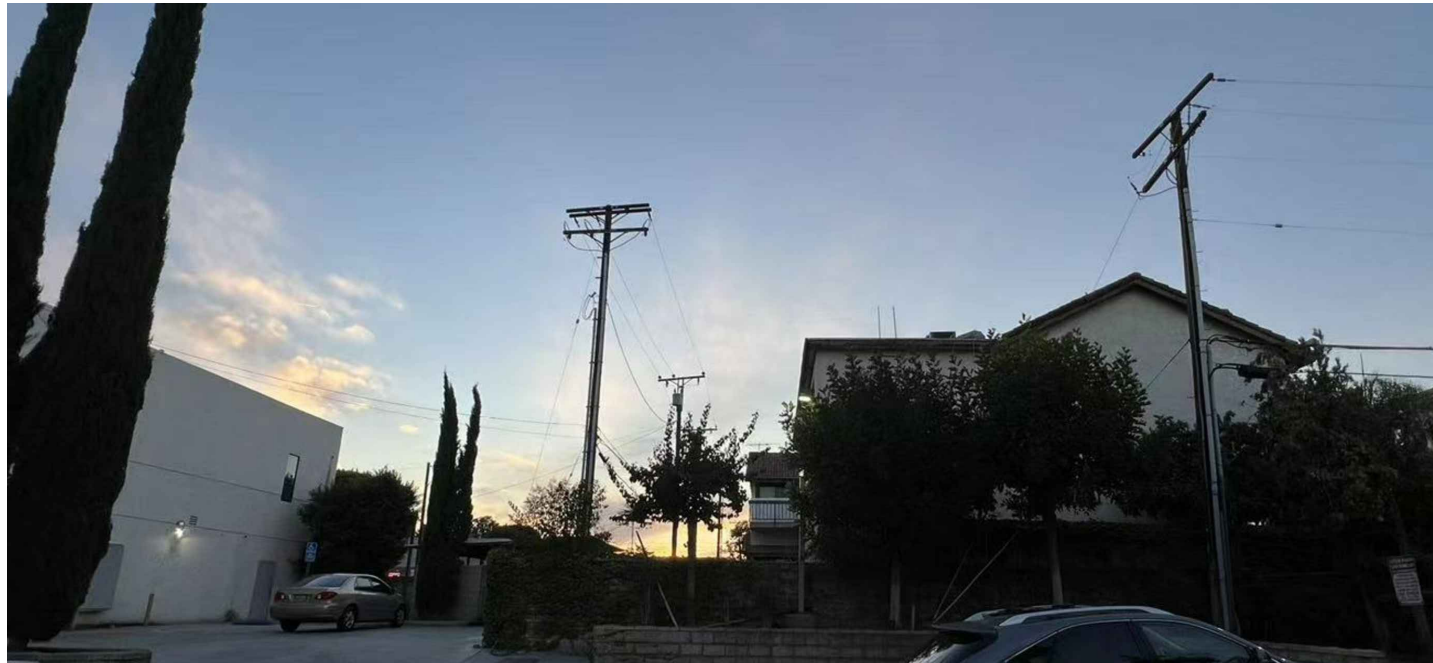
SITE PHOTOGRAPH 2



SITE PHOTOGRAPH 3



SITE PHOTOGRAPH 4



SITE PHOTOGRAPH 5



SITE PHOTOGRAPH 6



SITE PHOTOGRAPH 7



SITE PHOTOGRAPH 8

A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE. UNIT#201- #204
MONTEREY PARK, CA 91754

Revisions:		
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No.	Description	Date
Project No.:		
Drawn By: ALEN DENG		
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Date: 05-06-2023		
Filename:		
Sheet Title:		

**JOB SITE
PHOTOGRAPH**

Sheet #:

A-3

A Project for:

STARKIDS DAYCARE CENTER
501 W GARVEY AVE UNIT#201- #204
MONTEREY PARK, CA 91754

Revisions:		
1	△	FIRE CORRECTIONS 4-4-2023
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Stamp		

PERMIT#		
No.	Description	Date
Project No.:		
Drawn By: ALLEN DENG		
Reviewed By:		
Scale:		
Date: 05-06-2023		
Filename:		
Sheet Title:		

**EGRESS
PLAN**

Sheet #:

A-4

Not for construction until reviewed, signed, and dated.

NOTES

1. PLACEMENT OF EXIT SIGN SHALL COMPLY WITH CBC 2022 #1013
2. EXIT SIGNS SHALL BE EXTERNALLY ILLUMINATED PER CBC 2022 #1013 INTENSITY NOT LESS THAN 5 FOOT CANDELS (54 LUX).
3. EXIT SIGN GRAPHICS SHALL BE IN ACCORDANCE WITH CBC 2022 #1013
4. EXIT SIGNS SHALL BE ILLUMINATED AT ALL TIMES. IN CASE OF PRIMARY POWER LOSS, ILLUMINATION SHALL CONTINUE FOR A DURATION OF NOT LESS THAN 90 MINUTES IN ACCORDANCE WITH CBC 2022 #1013
5. WIDTH AND HEIGHT OF REQUIRED EXIT DOORWAYS TO COMPLY WITH CBC 2022 SECTION 1005
6. ALL EXIT ROUTE DISTANCES SHALL BE LESS THAN 250 FEET FOR GROUP A/E OCCUPANCIES (SPRINKLER SYSTEM) PER CBC 2022 TABLE #1017.2, AND AN ADDITIONAL 100 FEET PER CBC 2022 1017.2.1 . TOTAL EXIT ACCESS TRAVEL DISTANCE SHALL NOT EXCEED 350 FEET.
7. PANIC HARDWARE SHALL BE COMPLY WITH CBC 2022 #1010.2
8. EGRESS DOORS SHALL SWING IN THE DIRECTION OF EGRESS TRAVEL PER CBC 2022 #1010
9. Two exits or exit access doorways from any space shall be provided where the design occupant load or the common path of egress travel distance exceeds the values listed in CBC 2022 Table 1006.2.1.
(The common path of egress travel length is the distance from any space to where are two of options to exit building , And the common path of egress travel shall be less than 75 feet per CBC 2022 table 1006.2.1.)

LEGEND

- ⊗ DIRECTIONAL EXIT SIGN W/90 MIN. BATTERY BACK-UP
- ⏏ EMERGENCY LGT W/90 MIN. BATTERY BACK-UP

COMMON PATH OF EGRESS TRAVEL (SEE NOTE #9) < 75 FEET
EXIT ACCESS TRAVEL DISTANCE(SEE NOTE #6) < 350 FEET

- | | | |
|---|---|--|
| ① COMMON PATH: 72'-3"
EXIT TRAVEL DISTANCE: 243'-10" | ② COMMON PATH: 59'-10"
EXIT TRAVEL DISTANCE: 231'-5" | ③ COMMON PATH: 60'-10"
EXIT TRAVEL DISTANCE: 202'-11" |
| ④ COMMON PATH: 63'-10"
EXIT TRAVEL DISTANCE: 189'-3" | ⑤ COMMON PATH: 63'-2"
EXIT TRAVEL DISTANCE: 188'-7" | ⑥ COMMON PATH: 54'-8"
EXIT TRAVEL DISTANCE: 169'-10" |
| ⑦ COMMON PATH: 19'-2"
EXIT TRAVEL DISTANCE: 62'-0" | | |

6. ALL EXIT ROUTE DISTANCES SHALL BE LESS THAN 250 FEET FOR GROUP A/E OCCUPANCIES (SPRINKLER SYSTEM) PER CBC 2022 TABLE #1017.2, AND AN ADDITIONAL 100 FEET PER CBC 2022 1017.2.1 . TOTAL EXIT ACCESS TRAVEL DISTANCE SHALL NOT EXCEED 350 FEET.

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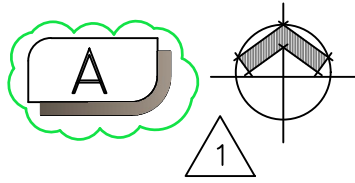
EX BALCONY
NOTES: CLOSE THIS DOOR, AND THIS BALCONY IS OUT OF SERVICE.

EX BALCONY
NOTES: CLOSE THIS DOOR, AND THIS BALCONY IS OUT OF SERVICE.

KNOX BOX—
NOTES: THE TOP OF KNOX BOX AFF+ 6'-0"

EGRESS PLAN

SCALE: 3/16"=1'-0"



ATTACHMENT 3

Notice of Exemption

Notice of Exemption

From: City of Monterey Park Planning
320 W. Newmark Avenue
Monterey Park, CA 91754

To:

- ☐ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814
- ☐ Los Angeles, County Clerk
Environmental Filings
12400 Imperial Highway #1201
Norwalk, CA 90650
Attn: Business Filings and Registration

Project Title: Conditional Use Permit (CUP 23-01)
Project Location - Specific: 501 West Garvey Ave, Unit 201-204
Project Location - City: Monterey Park
Project Location - County: Los Angeles

Description of Project:

Approval of a day care center to operate at 501 West Garvey Avenue, Unit 201 to 204.

Name of Public Agency Approving Project: City of Monterey Park
Name of Person or Agency Carrying Out Project: City of Monterey Park

Exempt Status: (*check one*)

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

☒ Categorical Exemption. State type and section number: § 15301 (Class 1 – Existing Facilities)

☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Pursuant to the California Environmental Quality Act ((Public Resources Code §§ 21000, *et seq.*; “CEQA”) and the CEQA Guidelines (14 Cal. Code of Regs. §15000, *et seq.*), the proposed use is not subject to additional environmental review. This project will not have a significant effect on the environment per CEQA Guidelines § 15301 (Class 1 Existing Facilities) because the proposed project consists of permitting of an existing private structure and therefore involves a negligible expansion of an existing use. The project does not propose any physical improvements to the site or any physical changes to the existing building.

Lead Agency Contact Person: Kevin Tan Telephone (626) 307-1302

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: Assistant Planner

- ☐ Signed by Lead Agency Date received for filing at OPR:
- ☐ Signed by Applicant