

**KHANH NGUYEN**  
Chairperson

**DON ANDERSON**  
Vice Chairperson

**KIMBERLY HO**  
Commissioner

**LEE LIEBERG**  
Commissioner

**CARLOS MANZO**  
Commissioner



# **AGENDA**

## **PLANNING COMMISSION**

### **REGULAR MEETING**

**August 6, 2014**

**6:30 p.m. – Council Chambers**

**8200 WESTMINSTER BOULEVARD  
WESTMINSTER, CALIFORNIA 92683**

If you need special assistance to participate in this meeting, please contact the Planning Division at (714) 548-3247. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

## **AGENDA INFORMATION**

### **MEETINGS**

Regular Meetings of the Planning Commission are held the first and third Wednesday of each month at the hour of 6:30 p.m. While in the City Council Chamber, please *turn off* all cellular phones and pagers.

## **AGENDA INFORMATION**

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation is available for public review at the rear entryway of the Council Chambers prior to the meeting. On the Friday prior to the meeting, the agenda can be accessed on the City's web site at <http://www.westminster-ca.gov>.

## **ATTENDANCE AND PARTICIPATION BY THE PUBLIC**

Except as specifically provided by law for closed sessions, all meetings of the Planning Commission shall be open and public. Every agenda for regular meetings of the Planning Commission provides the public an opportunity to directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission or on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law. Unless otherwise extended by the Planning Commission, the amount of time for each individual speaker shall not exceed five (5) minutes.

## **PUBLIC USE OF COUNCIL CHAMBER EQUIPMENT**

All computer presentations must be e-mailed or provided on a CD-ROM to the Planning Manager at least 48 hours prior to the meeting. Items to be displayed on the overhead projector must be submitted to the Planning Manager for review by staff to verify appropriateness for general audiences by noon on the day of the meeting and prior to the use of the equipment.

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August 6, 2014

6:30 P.M.

## CONVENE PLANNING COMMISSION MEETING

### 1. ROLL CALL: NGUYEN, ANDERSON, HO, LIEBERG, AND MANZO

PRESENT:

ABSENT:

### 2. SALUTE TO FLAG:

### 3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS

### 4. EX PARTE COMMUNICATIONS

THIS SECTION IS INTENDED TO ALLOW ALL OFFICIALS THE OPPORTUNITY TO REVEAL ANY DISCLOSURE REGARDING SITE VISITS OR EX PARTE COMMUNICATION ABOUT THE PUBLIC HEARING AND REGULAR BUSINESS ITEMS.

### 5. SPECIAL PRESENTATIONS – None.

### 6. ORAL COMMUNICATIONS

MEMBERS OF THE AUDIENCE MAY ADDRESS THE COMMISSION ON MATTERS OF PUBLIC INTEREST, WHICH PERTAIN TO THE CITY AND ARE NOT OTHERWISE ON THE AGENDA. MEMBERS OF THE PUBLIC WISHING TO ADDRESS PUBLIC HEARING ITEMS SHALL DO SO AT THE TIME OF THE PUBLIC HEARING. IF YOU WISH TO SPEAK, PLEASE COMPLETE A "REQUEST TO SPEAK" FORM AVAILABLE IN THE LOBBY OF THE COUNCIL CHAMBERS, AND SUBMIT IT TO THE CLERK. WHEN CALLED, PLEASE STEP FORWARD TO THE MICROPHONE AND STATE YOUR NAME AND ADDRESS. PLEASE LIMIT YOUR REMARKS TO THREE MINUTES.

### 7. APPROVAL OF MINUTES – None

### 8. PUBLIC HEARINGS - None

ANYONE WISHING TO SPEAK ON AN OPEN PUBLIC HEARING IS REQUESTED TO COMPLETE A BLUE SPEAKER SLIP THAT IS PROVIDED AT THE ENTRANCE TO THE COUNCIL CHAMBERS. PLEASE SUBMIT THE SPEAKER SLIP TO THE CLERK. WHEN YOUR NAME IS CALLED, PLEASE STEP TO THE PODIUM AT THAT TIME AND STATE YOUR NAME AND ADDRESS FOR THE RECORD.

AFTER THE PUBLIC HEARING IS OPENED, PERSONS SPEAKING IN FAVOR WILL BE HEARD FIRST, FOLLOWED BY THOSE PERSONS SPEAKING IN OPPOSITION; AND THEN PERSONS SPEAKING IN REBUTTAL. ONLY THOSE PERSONS WHO HAVE SPOKEN IN FAVOR WILL BE PERMITTED TO SPEAK IN

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REBUTTAL. SPOKESPERSON(S) DESIGNATED TO SPEAK IN FAVOR OR IN OPPOSITION WILL HAVE TWELVE (12) MINUTES TO SPEAK. THEREAFTER, EACH PERSON SPEAKING IN FAVOR OR IN OPPOSITION WILL HAVE THREE (3) MINUTES. THE TOTAL TIME FOR SPEAKING IN FAVOR OR IN OPPOSITION SHALL NOT EXCEED 30 MINUTES. THOSE PERSONS SPEAKING IN REBUTTAL WILL HAVE THREE (3) MINUTES EACH, OR A TOTAL OF 20 MINUTES. THE PLANNING COMMISSION MAY USE ITS DISCRETION TO ALLOW A SPEAKER TO EXCEED THE TIME LIMITS.

**NOTE:** IF A CHALLENGE IS MADE BY ANY PARTY IN COURT FROM ACTIONS ARISING OUT OF A PUBLIC HEARING, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS NOTICE OR IN WRITTEN CORRESPONDENCE DELIVERED AT THE PUBLIC HEARING OR PRIOR THERETO.

## 9. REGULAR BUSINESS -

### 9.1 Selection of members to the General Plan Advisory Committee (GPAC)

#### Staff Report

On July 23, 2014, the City Council established the formation of the General Plan Advisory Committee structure consisting of 21 members. The format of the GPAC includes two Planning Commissioners.

The selection process involves the self-selection of elected and appointed officials and confirmation by the Council.

RECOMMENDATION: That the Planning Commission self-select two members to serve on the GPAC.

## 10. REPORTS

### 10.1 – Presentation on the City’s development standards pertaining to the design of single family houses and interior access requirements.

#### Staff Report

The administration of various code sections related to the design of single family houses have many complications. Typically to achieve quality design, most cities have well articulated design guidelines. Not having design guidelines for single family houses could be contributing to the challenge in administrating the current code.

The purpose of this agenda item is to facilitate a dialogue amongst the Commissioners and between the Commission and Staff and seek the opinion of the Commission if it would rather see staff develop well articulated and user friendly guidelines, remove the above mentioned code section altogether and not adopt guidelines or some other alternative action.

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RECOMMENDATION: That the Planning Commission receive Staff's presentation and provide direction to staff as appropriate

## 11. MATTERS FROM THE PLANNING COMMISSION

### 11.1 AB 1234 Reports

12. **ADJOURNMENT:** To a Regular Meeting on Wednesday, August 20, 2014 at 6:30 p.m.

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public, at least 72 hours in advance of the Planning Commission meeting.

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Art Bashmakian  
Planning Manager