



**PLANNING COMMISSION
Minutes of the Regular Meeting
City Council Chambers
8200 Westminster Boulevard
Westminster, CA 92683
November 20, 2013
6:30 p.m.**

1. ROLL CALL: NGUYEN, ANDERSON, HO, LOPEZ, MANZO

PRESENT: NGUYEN, ANDERSON, MANZO
ABSENT: HO, LOPEZ

2. SALUTE TO FLAG:

Commissioner Manzo led the salute to the flag.

**3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS
– None**

4. EX PARTE COMMUNICATIONS – None

5. SPECIAL PRESENTATIONS – None

6. ORAL COMMUNICATIONS – None

7. APPROVAL OF MINUTES – None

8. PUBLIC HEARINGS

**8.1 Case No. 2013-68, Conditional Use Permit and Zoning Clearance
Location: 13800 Arizona Street
Applicant: Ha Nguyen (Maxcare)**

To operate a hospice care facility within an existing building. The hospice facility will provide care for a maximum of 24 patients at any one time. The facility will include a room for visiting, an indoor garden, bereavement room, and chapel space. The facility provides 24-hour care and would allow visitors at any hour of the day. To accommodate the project includes a single-story addition of approximately 1,000 square feet.

RECOMMENDATION: Approve subject to conditions

Alexis Oropeza, Associate Planner, provided a report on the item.

Chair Nguyen opened the public hearing.

Elvira Lim, representing the applicant, spoke in favor of this project as well as explaining the mission of the company and the purpose of hospice care. The outdoor area was explained as an enclosed space, including a roof and four walls.

Commissioner Manzo noted a lack of windows in the north facing rooms, as rendered in the floor plan. There is a firewall and no windows are allowed on the south elevation, however there will be windows on the north elevation.

Ms. Lim noted that they are in favor of all the conditions.

Seeing no further comments, Chair Nguyen closed the public hearing.

Motion was made by Vice Chair Anderson, and seconded by Chair Nguyen to approve the conditional use permit and zoning clearance, subject to conditions.

The motion carried by the following vote:

AYES: NGUYEN, ANDERSON, MANZO
NOES:
ABSENT: LOPEZ, HO

8.2 Case No. 2013-88, Conditional Use Permit
Location: 6741 Westminster Boulevard, Suite B (Westminster Center)
Applicant: Goodwill Industries of Orange County

To establish a second-hand store that will receive of donations and the operation of a “small recycling facility” for the collection of electronic waste in conjunction with the second-hand store in an existing shopping center. Electronic waste consists of common household electronics such as monitors, printers, computers, keyboards, printer cartridges, etc. that would be recycled off-site at Goodwill’s main facility in Santa Ana. The hours for receiving donated goods and electronic waste are proposed to be from 9:00 a.m. to 9:00 p.m. during the regular store hours of operation. The collection area is proposed to be located on the north side of the building and would be attended during the store hours. The attendant would help to direct patrons, who donate goods, to the inside of the building for processing.

RECOMMENDATION: Approve subject to conditions.

Alexis Oropeza, Associate Planner, provided a presentation on the item.

Chair Nguyen noted that with additional cameras, there would likely be the need for additional lighting.

Alexis Oropeza, Associate Planner, stated that a condition could be added to

accommodate lighting guidelines.

Chair Nguyen opened the public hearing.

Mike Easton, Planning and Construction Manager representing Goodwill, explained that this location best fits the needs of the Goodwill Industries. In regards to security cameras and lighting, they work with their own IT company and they are extremely sensitive to securing safety and the needs of neighbors.

Corrine Allan, representing Goodwill, noted that they value their relationship with Westminster and enjoy meeting the City's needs for recycling goals, as well as employment.

Vice Chair Anderson confirmed that the store hours are the same as the donation collection hours.

Randy Taylor, representing Goodwill, discussed truck arrival times and that no drivers operate past store hours. Additionally, the two dedicated parking spaces were noted and deemed adequate for customers dropping off goods. Tenant improvement to the doors will be made, as well as work to the interior of the store, bringing it up to compliance.

Seeing no further comments, Chair Nguyen closed the public hearing.

Motion was made by Commissioner Manzo, and seconded by Vice Chair Anderson to approve the resolution to approve the Conditional Use Permit, subject to conditions.

The motion carried by the following vote:

AYES: NGUYEN, ANDERSON, MANZO
NOES:
ABSENT: LOPEZ, HO

9. REGULAR BUSINESS - NONE

10. REPORTS – None

11. MATTERS FROM THE PLANNING COMMISSION

Chair Nguyen asked that the Commission discuss appeal fees to the City Council. Additionally, the following items could be placed on next month's agenda: the bike trail on Hoover and the awards program.

11.1 AB 1234 Reports – NONE

12. **ADJOURNMENT: At 7:02 pm. to a Regular Meeting on Wednesday, December 4, 2013 at 6:30 p.m. in the EOC Police Department, on the first floor.**

NGUYEN
Chairman

Art Bashmakian
Planning Commission Secretary

Prepared by:

Art Bashmakian
Planning Commission Secretary