



PLANNING COMMISSION
Minutes of the Regular Meeting
Council Chambers
8200 Westminster Boulevard
Westminster, CA 92683
November 5, 2014
6:30 p.m.

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

PRESENT: Anderson, Lieberg, Manzo
ABSENT: Nguyen, Ho

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

Planning Commission Secretary Art Bashmakian reported that a request has been received from the applicant under Item No. 8.1 to continue the hearing to December 17, 2014.

Vice Chair Anderson asked if anyone in attendance came to speak on this item. There was no response.

Motion: It was moved by Lieberg, and seconded by Manzo, to continue Item No. 8.1 of the agenda to the Planning Commission meeting of December 17, 2014. The motion carried (3-0) by the following vote:

AYES: Anderson, Manzo, Lieberg
NOES: None
ABSENT: Nguyen, Ho
ABSTAIN: None

5. SPECIAL PRESENTATIONS – None

6. ORAL COMMUNICATIONS

Vice Chair Anderson invited those interested in addressing the Planning Commission on items not on the agenda, to do so at this time.

There being no one wishing to address the Planning Commission, Vice Chair Anderson closed Oral Communications.

7. APPROVAL OF MINUTES – October 1, 2014

Motion: It was moved by Manzo, and seconded by Lieberg, to approve the October 1, 2014 Planning Commission Minutes. The motion carried (3-0) by the following vote:

AYES: Anderson, Manzo, Lieberg
NOES: None
ABSENT: Nguyen, Ho
ABSTAIN: None

8. PUBLIC HEARINGS

- 8.1 Case No. 2014-87 (Conditional Use Permit)**
Location: 7821 Westminster Blvd. (Assessor's Parcel Number 093-321-10)
Applicant: Raymundo Gonzales

An application for a Conditional Use Permit to allow a bar serving beer and wine and providing 15 televisions and two pool tables. The applicant is also requesting that the Planning Commission make a finding of Public Convenience or Necessity for the issuance of the alcohol license by the Department of Alcoholic Beverage Control.

RECOMMENDATION: To deny the application based on the required findings.

CEQA COMPLIANCE: The proposed matter was determined not to be subject to CEQA pursuant with Public Resources Code 21080.b.

The aforementioned item was continued to the Planning Commission meeting of December 17, 2014, per the applicant's request and action taken during Ex Parte Communications.

9. REGULAR BUSINESS – None

- 9.1 Case No. 2014-93 (Zoning Clearance). Design review of a proposed secondary residential unit.**

RECOMMENDATION: Determine if the proposed design is compatible with the design of the surrounding neighborhood.

Planning Commission Secretary Bashmakian introduced the item addressing applicable Municipal Code sections, background, prior study sessions, existing

lack of guidance relative to design and the Planning Commission's jurisdiction regarding the subject. He reported that Chris Wong, Project Planner, has provided information regarding existing conditions, surrounding properties, current lack of guidance in terms of design, existing Municipal Code provisions, examples of two-story residential units, site plan, elevations and recommendations related to compatibility with the neighborhood.

Discussion followed regarding Attachment 1, Item B, and the need for possible Code Enforcement attention and follow up. Ensuing discussion pertained to existing Municipal Code allowances relative to secondary units.

Vice Chair Anderson invited the applicant to address the Planning Commission.

Trinh Nguyen, 6752 Trask Avenue, Westminster, CA, spoke in favor of the proposed project and commented on its design. She expressed concerns with the unit being in the middle of the backyard adding that there is no room for her children to play outdoors and therefore, her request to build two stories. She expressed concerns with privacy and requested approval of the project.

In response to Commissioner Lieberg's inquiry, Ms. Nguyen reported that both units will be occupied by family members.

Discussion followed regarding compliance with all setback requirements. It was noted that the Planning Commission's consideration at this time relates only to the exterior design and compatibility with the neighborhood.

Members of the Commission commented positively on the proposed addition.

Discussion followed regarding having the opportunity at this time to make design suggestions and/or recommendations. A suggestion was made to use rock veneer or other enhanced architectural feature to tie both levels of the residence together on all elevations. Ensuing discussion pertained to the possibility of modifying the roof line for increased visual interest, enlarging the kitchen window and installing molding or other decorative feature, such as shutters, around the windows.

Hung Le, 6752 Trask Avenue, Westminster, CA, agreed to work with staff to add architectural enhancements for increased visual interest.

There were no others wishing to address the Planning Commission on this matter and Vice Chair Anderson closed public comments.

Motion: It was moved by Lieberg, and seconded by Manzo, to approve the determination that the proposed design is compatible with the design of the surrounding neighborhood, subject to the Conditions of Approval. The motion carried (3-0) by the following vote:

AYES: Anderson, Manzo, Lieberg
NOES: None
ABSENT: Nguyen, Ho
ABSTAIN: None

10. REPORTS – None.

11. MATTERS FROM THE PLANNING COMMISSION

Commissioner Manzo commented on the possibility of recommending to City Council that the City establish a Facebook page for notification of City events, in addition to the City's website.

Mr. Bashmakian reported that the matter will be agendaized for discussion and action at the next meeting of the Planning Commission.

It was noted that citizens can reach out to Council Members at any time, with suggestions and comments. Additionally, it was reported that the City's Parks and Recreation Division has an existing Facebook page as well as the Police Department.

Commissioner Lieberg commented on the need for improved distribution of communications.

Vice Chair Anderson commented on the photographs shown as examples for the prior item and asked that staff advise Code Enforcement of the need to follow up on the condition of properties shown (i.e., Photos B, C, E and G).

11.1 AB 1234 Reports - None

12. ADJOURNMENT: At 7:15 p.m., Vice Chair Anderson adjourned the meeting to a Regular Meeting on Wednesday, December 17, 2014 at 6:30 p.m.

Khanh Nguyen
Chairman

Art Bashmakian
Planning Commission Secretary

Prepared by:

Art Bashmakian
Planning Commission Secretary