



PLANNING COMMISSION
Minutes of the Regular Meeting
Council Chambers
8200 Westminster Boulevard
Westminster, CA 92683
February 20, 2019
6:30 p.m.

1. PLANNING COMMISSION ROLL CALL:

MANZO, M.NGUYEN, Q.NGUYEN, PHAM, SEID

PRESENT: MANZO, M.NGUYEN, Q.NGUYEN, PHAM, SEID

ABSENT: NONE

STAFF PRESENT:

Steven Ratkay, Planning Manager; Baron Bettenhausen, Deputy City Attorney; Art Bashmakian, Planning Consultant; Shelley Dolney, Senior Administrative Assistant.

2. SALUTE TO FLAG:

Commissioner Seid led the salute to the flag.

3. ELECTION OF CHAIR AND VICE CHAIR

Motion: It was moved by Commissioner M. Nguyen, and seconded by Commissioner Seid, to nominate Commissioner Q. Nguyen for the position of Chairman of the Planning Commission. The motion carried (3-2) with the following vote:

AYES: M.NGUYEN, Q.NGUYEN, SEID

NOES: MANZO, PHAM

ABSENT: NONE

ABSTAIN: NONE

Motion: It was moved by Chair Q. Nguyen, and seconded by Commissioner M. Nguyen, to nominate Commissioner Seid for the position of Vice-Chair of the Planning Commission. The motion carried (5-0) with the following vote:

AYES: MANZO, M.NGUYEN, Q.NGUYEN, PHAM, SEID

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

4. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS

Planning Manager Steven Ratkay reported there were no late communications received.

5. **EX PARTE COMMUNICATIONS - None**
6. **SPECIAL PRESENTATIONS - None**
7. **ORAL COMMUNICATIONS - None**
8. **APPROVAL OF MINUTES – January 23, 2019**

Motion: It was moved by Chair Q. Nguyen, and seconded by Commissioner Manzo, to approve the Planning Commission meeting minutes of January 23, 2019, as presented. The motion carried (5-0) with the following vote:

AYES: MANZO, M.NGUYEN, Q.NGUYEN, PHAM, SEID
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

9. **PUBLIC HEARINGS**

9.1 **Case No. 2018-153 – Conditional Use Permit**

Location: 14560 Magnolia Street, #101 (Assessor's Parcel Number 098-391-21)

Applicant: Kathy Pham

Project Planner: Art Bashmakian, Contract Planner

PROJECT DESCRIPTION: A Conditional Use Permit (CUP) to establish an Adult Day Care to provide nonmedical care and supervision for a maximum of 60 adults within an existing 2,654 square foot tenant space that currently houses the Happy Life Healthy Life Center. The proposed hours of operation for the Adult Day Care is Monday through Friday, 7:00 am to 3:00 pm.

CEQA COMPLIANCE: The proposed project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and the requirements of the City of Westminster and has been deemed to be exempt from CEQA per Section 15301 (Existing Facilities) Class 1. This Class consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. This project involves the permitting of an adult day care center within an existing building involving no alteration or expansion of the building or project site.

RECOMMENDATION: That the Planning Commission adopt a resolution entitled, "A Resolution of the Planning Commission of the City of Westminster approving

Case No. 2018-153, A Conditional Use Permit to allow the establishment of an Adult Day Care Center, at 14560 Magnolia Street, #101. (Assessor's Parcel Number 098-391-21)."

Planning Consultant Art Bashmakian provided a presentation to the Commission.

Vice Chair Seid inquired if there would be any anticipated traffic based on operating hours and class times offered by the facility. Mr. Bashmakian explained that the operating hours of the site did not dictate when patrons will be dropped off or picked up and that activity will most likely be staggered.

Chair Q. Nguyen inquired about the maximum number of people at the facility at any one time. Mr. Bashmakian explained that the maximum number of clients for the Adult Day Care Center is 60 with operation hours of 7:00 AM to 3:00 PM; and, the maximum number of clients for the Yoga and Meditation center is 50 with operating hours of 3:00 PM to 9:00 PM.

CHAIR Q. NGUYEN OPENED THE PUBLIC HEARING AND ASKED THOSE IN FAVOR TO SPEAK.

Dung Cao, project applicant, stated she is proposing to add adult day care to the existing yoga studio business. She added that the senior population is growing and the proposed services would help the seniors within the community.

Commissioner Manzo inquired about the meals provided and if they would be prepared on-site. Ms. Cao stated that meals would be catered and prepared in a way that is nutritionally recommended for the patron's health concerns. She added that no meals would be prepared on-site.

Vice Chair Seid inquired about the age range of patrons and if patron safety has been considered with transportation. He specifically mentioned the proximity of bus stops to the location and the ride-sharing platforms mentioned in the proposal. Ms. Cao stated the age ranges of patrons would be 18 years old through seniors. She added that they have listed all the available transportation services at present, but she hoped that the facility would have its own transportation in the future.

Commissioner Pham inquired if there were any outdoor activities planned, what type of mental illness cases would be admitted, and if appropriate staff would be on site to address patron's needs. Ms. Cao responded that patrons may have depression as a mental illness, they don't have outdoor activities planned, and the facility would be hiring the appropriate staff after the adult day care is approved.

THERE BEING NO OTHER SPEAKERS, CHAIR Q. NGUYEN CLOSED THE PUBLIC HEARING.

Discussion ensued regarding the appropriate staffing for the facility and the state laws governing the operation of the facility.

Motion: It was moved by Commissioner Manzo, and seconded by Chair Q. Nguyen to approve Case No. 2018-153, A Conditional Use Permit to allow the establishment of an Adult Day Care Center, at 14560 Magnolia Street, #101 (Assessor's Parcel Number 098-391-21). The motion carried (5-0) with the following vote:

AYES: MANZO, M.NGUYEN, Q.NGUYEN, PHAM, SEID
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

10. REGULAR BUSINESS – None

11. REPORTS - None

12. MATTERS FROM THE PLANNING COMMISSION - None

12.1 AB 1234 Reports - None

13. MATTERS FROM STAFF

Planning Manager Steven Ratkay welcomed all the new commissioners.

13.1 Fair Political Practice Commission (FPPC) Standards

Planning Manager Steven Ratkay explained that the FPPC standard radius for potential conflicts of interests has increased from 500 feet to 1000 feet. He stated that the City Attorney's office has issued a memorandum regarding the change and he was available for any questions regarding the memorandum.

14. ADJOURNMENT – The meeting was adjourned at 7:14 p.m. to a regular meeting on Wednesday, March 6, 2019 at 6:30 p.m. in the City Council Chambers.

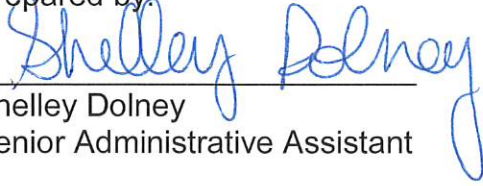


Quynh-Giao Nguyen
Planning Commission Chair



Steven Ratkay
Planning Commission Secretary

Prepared by:



Shelley Dolney
Senior Administrative Assistant