



**PLANNING COMMISSION**  
**Minutes of the Regular Meeting**  
**Council Chambers**  
**8200 Westminster Boulevard**  
**Westminster, CA 92683**  
**June 19, 2019**  
**6:30 p.m.**

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**1. PLANNING COMMISSION ROLL CALL:**

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

PRESENT: MANZO, M.NGUYEN, PHAM, SEID

ABSENT: Q.NGUYEN

**STAFF PRESENT:**

Christopher Wong, Senior Planner; Sandie Kim, Associate Planner; Richard Adams II, Deputy City Attorney; Michael Son, Administrative Assistant II; Shelley Dolney, Senior Administrative Assistant.

**2. SALUTE TO FLAG:**

Commissioner M. Nguyen led the salute to the flag.

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

Senior Planner Christopher Wong reported there were two late communications submitted. He stated the first late communication item pertained to the public hearing item 8.1 and the second late communication item would be presented during oral communications.

**4. EX PARTE COMMUNICATIONS**

Commissioner Pham stated she had visited the site for item 8.1.

**5. SPECIAL PRESENTATIONS- None**

**6. ORAL COMMUNICATIONS**

Barry Curtis, Director of Economic and Development Services for the City of Costa Mesa, submitted two late communication documents and stated he was present to talk about a new organization that was developed by planning commissioners for planning commissioners: Orange County Planning Officials Leadership Initiative - Collaborative (OC POLI-C). He welcomed any interest of the City of Westminster Planning Commissioners to participate in the organization.

He offered the organization's mission statement to further explain the organization. "The Orange County Planning Officials Leadership Initiative Collaborative's mission is to encourage and support planning commissioners in their quest to become knowledgeable, competent, and ethical community servants committed to building a sustainable and resilient quality of life in their communities through the application of sound planning."

He concluded that there was a luncheon for planning commissioners scheduled July 18, 2019, and that the annual Orange County Planning Officials Forum would be held at the Nixon Library on October 17, 2019.

## **7. APPROVAL OF MINUTES – June 5, 2019**

**Motion:** It was moved by Commissioner Manzo, and seconded by Vice Chair Seid, to approve the Planning Commission meeting minutes of June 5, 2019, as presented. The motion carried (4-0) with the following vote:

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

## **8. PUBLIC HEARINGS**

### **8.1 Case No. 2018-145 (Tentative Parcel Map)**

**Location:** 14541 Bushard Street (Assessor's Parcel Number 098-514-39)

**Applicant:** Truong Dong

**Project Planner:** Sandie Kim, Associate Planner

**PROJECT DESCRIPTION:** A request for a Tentative Parcel Map to subdivide a 13,750 square foot parcel into two 6,875 square foot parcels pursuant to the Westminster Municipal Code Chapter 16.04 (Division of Land by Track or Parcel Map).

**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) and 15315 (minor land divisions) for the demolition of residential structure and minor land divisions into four or fewer parcels.

**RECOMMENDATION:** That the Planning Commission adopt a resolution entitled, "A Resolution of the Planning Commission of the City of Westminster approving Case No. 2018-145, a Tentative Parcel Map to subdivide a 13,750-square foot parcel into two 6,875 square foot parcels, located at 14541 Bushard Street (Assessor's Parcel Number 098-514-39)."

Associate Planner Sandie Kim provided a presentation to the Commission.

Commissioner Manzo inquired how many dwellings would be permitted on the parcel and if there are other parcels in the area with 6,000 square-foot lots. Associate Planner Kim responded that a 13,750 square-foot lot would allow two units, but since it is zoned R-1, it would require subdivision to split the lots in order to develop two units. Ms. Kim stated she was unaware of the size of the other small lots in the area, but this change to 6,875 square-feet still exceeds the minimum lot size of 6,000 square-feet identified by the R-1 zoning designation.

Vice Chair Seid inquired if any street parking would be utilized. Associate Planner Kim responded that there is no development currently proposed on the lots. She added that when the owner proposes a development it would have to adhere to the development standards and required parking.

Associate Planner Kim noted that neither the applicant nor the agent for the project were present in the audience to speak.

VICE CHAIR SEID OPENED THE PUBLIC HEARING AND ASKED THOSE IN FAVOR TO SPEAK; THERE BEING NONE, VICE CHAIR SEID THEN ASKED THOSE IN OPPOSITION TO SPEAK

Heather Vo, Westminster resident living adjacent to the proposed project, stated she was present to represent her family. She provided a written statement, submitted as late communication, for the record. She read into the record the following concerns: "The family is opposed to any changes that would result in more than one parcel being adjacent to their home. That includes any division of the current parcel that would result in allowing access or use of the adjacent parcel by both of the new parcels. For example: a shared driveway. We would also oppose any other division of the current parcel that would result in an uneven width of the 2 new parcels."

THERE BEING NO OTHER SPEAKERS, VICE CHAIR SEID CLOSED THE PUBLIC HEARING.

Discussion ensued about the existing structure that will be demolished, future development on the site, utilization of street parking, and the orientation of the subdivision.

Commissioner Manzo stated he was concerned about negative impact of additional vehicles in the area. Associate Planner Kim stated that the project was categorically exempt from further CEQA review. Senior Planner Wong also offered that the General Plan calls for Low Density Residential so any single family home development would comply with the General Plan and any impact to the surrounding neighborhood would be negligible.

**Motion:** It was moved by Vice Chair Seid, and seconded by Commissioner Manzo to adopt a resolution for Case No. 2018-145, a Tentative Parcel Map to subdivide a 13,750-square foot parcel into two 6,875 square foot parcels, located at 14541 Bushard Street (Assessor's Parcel Number 098-514-39). The motion carried (4-0) with the following vote:

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

**9. REGULAR BUSINESS**

**10. REPORTS - None**

**11. MATTERS FROM THE PLANNING COMMISSION - None**

**11.1 AB 1234 Reports - None**

**12. MATTERS FROM STAFF - None**

**13. ADJOURNMENT – The meeting was adjourned at 7:03 p.m. to a regular meeting on Wednesday, July 3, 2019 at 6:30 p.m. in the City Council Chambers.**

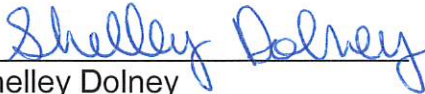


Weston Seid  
Planning Commission Vice-Chair



Christopher Wong for Steven Ratkay  
Planning Commission Secretary

Prepared by:



Shelley Dolney  
Senior Administrative Assistant