



**PLANNING COMMISSION
Minutes of the Regular Meeting
Teleconference/Web Conference Only
8200 Westminster Boulevard
Westminster, CA 92683
January 20, 2021
6:30 p.m.**

**SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19) AND
ATTENDANCE AT PUBLIC MEETINGS**

On March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of the Executive order N-25-20 Issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that some or all of the Westminster City Planning Commission Members will participate in meetings via teleconference.

Pursuant to the State of California Executive order N-29-20 related to coronavirus (COVID-19), the Planning Commission of the City of Westminster, California convened on January 20, 2021 at 6:33 p.m. at 8200 Westminster Boulevard, Westminster, California, and via teleconference. Members of the public wishing to address the Planning Commission were asked to submit an e-mail for written comments or a request to speak form to provide verbal comments before the start of the meeting. Additionally, any members of the public in attendance that wished to speak but had not previously provided a request to speak form were also provided an opportunity to address the Planning Commission.

1. PLANNING COMMISSION ROLL CALL:

M.NGUYEN, Q.NGUYEN, PHAM, SEID

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

ABSENT: ONE VACANCY EXISTS

STAFF PRESENT:

Steven Ratkay, Planning Manager; Kathya M. Firlik, Deputy City Attorney; Shelley Stevens, Senior Administrative Assistant.

2. SALUTE TO FLAG:

Senior Administrative Assistant Stevens led the salute to the flag.

3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS

Planning Manager Steven Ratkay reported there were no late communications.

4. EX PARTE COMMUNICATIONS - None

5. SPECIAL PRESENTATIONS - None

6. ORAL COMMUNICATIONS

There were no speakers wishing to address the Planning Commission for Oral Communications. There were also no written comments provided to the WMPCComments@westminster-ca.gov email box for oral communications prior to the meeting.

7. APPROVAL OF MINUTES – December 16, 2020

Motion: It was moved by Chair Q. Nguyen, and seconded by Commissioner M. Nguyen to approve the Planning Commission meeting minutes of December 16, 2020. The motion carried (4-0) with the following vote:

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

NOES: NONE

ABSENT: ONE VACANCY EXISTS

8. PUBLIC HEARINGS

8.1 Case No. 2019-157 (Conditional Use Permit, Conditional Use Permit Amendment, Development Review, and Variance)

Location: 5992 Westminster Boulevard (Assessor's Parcel Number 195-141-01)

Applicant: Travis Companies, Inc.

Project Planner: Alice Tieu, Associate Planner

PROJECT DESCRIPTION: A proposal to demolish an existing service station with a kiosk convenience store and reconstruct a new 1,960-square-foot convenience store and service station, a request to allow off-sale beer and wine, and request for a variance from the minimum required rear yard setback.

CEQA COMPLIANCE: The proposed project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and the requirements of the City and has been found to be exempt per Class 32 (Section 15332 In-Fill Development of the CEQA Guidelines), based on the following:

- a) The project is consistent with the applicable General Plan designation and all applicable General Plan policies as well as with applicable zoning designation and regulations.

- b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.
- c) The project site has no value as habitat for endangered, rare or threatened species.
- d) Approval of the project would not result in any significant impact relating to traffic, noise, air quality, or water quality.
- e) The site can be adequately served by all required utilities and public services.

A Notice of Exemption Supplemental Information document that evaluates the proposed project in detail and establishes the findings for how this project meets the requirement for an In-Fill Development Class 32 Exemption under the CEQA guidelines is attached to the proposed resolution.

RECOMMENDATION: Staff recommends that the Planning Commission postpone the public hearing to its February 17, 2021, regular meeting, as requested by the applicant.

Planning Manager Ratkay stated that the public notice was delivered to the nearby properties prior to the applicant requesting a postponement of the public hearing. He further explained that if anyone was present to speak today regarding the public hearing item, the Commission could receive their testimony, otherwise all comments would be heard at the meeting of February 17th.

SINCE THERE WERE NO MEMBERS OF THE PUBLIC IN ATTENDANCE TO COMMENT AND NO WRITTEN COMMENTS TO READ INTO THE RECORD, CHAIR NGUYEN DID NOT OPEN THE PUBLIC HEARING.

Motion: It was moved by Chair Q. Nguyen, and seconded by Commissioner Pham, to postpone the public hearing to the regular planning commission meeting of February 17, 2021. The motion carried (4-0) with the following vote:

AYES:	M. NGUYEN, Q. NGUYEN, PHAM, SEID
NOES:	NONE
ABSENT:	ONE VACANCY EXISTS
ABSTAIN:	NONE

9. REGULAR BUSINESS - None

10. REPORTS - None

11. MATTERS FROM STAFF

Planning Manager Ratkay welcomed the Commission to the new 2021 year. He added that as there will be potential new commissioners coming on board, it possibly

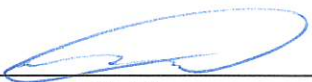
bring some new training opportunities to the Commission this year. He also informed the Commission that there would be no need for a meeting on February 3rd as there were no projects scheduled for planning commission review on that date.

12. MATTERS FROM THE PLANNING COMMISSION – INCLUDING AB1234 REPORTS WHEN REQUIRED

Chair Nguyen wished everyone a good year and hoped everyone would get the Covid-19 vaccine so that activities can return back to normal. Commissioner Pham provided some information about the upcoming Covid-19 vaccine process and stated she hoped all would stay safe during the ongoing Coronavirus pandemic.

13. ADJOURNMENT

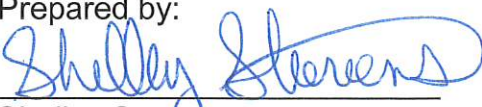
The meeting was adjourned at 6:49 p.m. to a regular meeting on Wednesday, February 17, 2021 at 6:30 p.m.



Weston Seid
Planning Commission Chair



Steven Ratkay
Planning Commission Secretary

Prepared by:


Shelley Stevens
Senior Administrative Assistant