

QUYNH-GIAO NGUYEN
Chair

WESTON SEID
Vice Chair

CARLOS MANZO
Commissioner

MARK NGUYEN
Commissioner

NGUYET PHAM
Commissioner



AGENDA

PLANNING COMMISSION

Regular Meeting

Wednesday, June 3, 2020

6:30 p.m. – Via Teleconference/Web Conference Only

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

In an effort to protect public health and prevent the spread of coronavirus (COVID-19), the City of Westminster encourages the public to view this Planning Commission meeting on the television or online. The Council Chambers will be closed to adhere to guidelines for practicing safe social distancing and within the guidelines for gatherings.

If you need special assistance to participate in this meeting, including interpretation, please contact the Planning Division at (714) 548-3247. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda is available for public inspection on the City's website at https://www.westminster-ca.gov/our_city/depts/cd/planning/commission/default.asp.

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.

MEETINGS

Regular Meetings of the Planning Commission are held the first and third Wednesday of each month at the hour of 6:30 p.m. Agenda items that are not in process by 10:30 p.m. may be carried over to the next regular meeting of the Planning Commission.

AGENDA INFORMATION

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation are available for public review no later than 72 hours prior to the meeting. The agenda can be accessed on the City's web site at https://www.westminster-ca.gov/our_city/depts/cd/planning/commission/default.asp.

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19, IN LIEU OF ATTENDING THE MEETING, MEMBERS OF THE PUBLIC MAY VIEW THE MEETING LIVE IN ONE OF THE FOLLOWING WAYS:

- [City of Westminster Streaming Video Online](#)
- Westminster WTV: Spectrum Channel 3, Frontier FiOS Channel 42, and AT&T U-Verse Channel 99

To view the meeting via Zoom, please visit: <https://us02web.zoom.us/j/84080996580>

- Or iPhone one-tap:
- US: +16699009128,,84080996580# or +12532158782,,84080996580#
- Or Telephone:
 - Dial (for higher quality, dial a number based on your current location):
 - US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656
- Webinar ID: **840 8099 6580**
- International numbers available: <https://us02web.zoom.us/j/84080996580>

MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE PLANNING COMMISSION MAY SUBMIT COMMENTS IN WRITING THROUGH E-MAIL UP TO 24 HOURS PRIOR TO THE MEETING:

- Please submit the e-mails to the following e-mail address:
WMPCcomments@westminster-ca.gov
- Comments received via the Westminster Planning Commission Comments E-Mail within 24 hours prior to the meeting will be provided to the Planning Commission and reflected in the minutes, but will not be read during Oral Communications.
- Comments containing words of profanity, obscenity, or discriminatory language will be removed.
- Your comments will become part of the official meeting record. You must provide your full name, please do not provide any other personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

IN LIEU OF WRITTEN COMMENTS, MEMBERS OF THE PUBLIC WHO WISH TO VERBALLY ADDRESS THE PLANNING COMMISSION DURING ORAL COMMUNICATIONS OR THE PUBLIC HEARING MAY SUBMIT A REQUEST TO SPEAK FORM PRIOR TO THE BEGINNING OF THE MEETING:

- Use the following form to request to speak: [Request to Speak Form](#)
(Click the link to access this form. Please use this form if you wish to speak during Oral Communications or during the Public Hearing).
- Once you have filled out the above form. Please submit the form to the following email address: WMPCcomments@westminster-ca.gov
- Speakers must attend the Planning Commission meeting via Zoom in order to speak to the Planning Commission. When your name is called, please press the “Raise Your Hand” button and wait for the Planning Commission Clerk to enable your microphone.
- When your microphone is activated, please state your name and city of residence for the record.

All meetings of the Planning Commission shall be open and public. Agendas for the Planning Commission meetings provide the public an opportunity to directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law.

WEBSITE/TELEVISED MEETING SCHEDULE

Regular Planning Commission meetings are broadcast live on Westminster Cable Channel 3 and REBROADCAST on Tuesday at 7:00 p.m. and Thursday at 7:00 p.m. The City’s Website provides information about viewing live and archived Planning Commission meetings. If you have internet access, you can follow the meeting live with a video stream on your computer at the following link: [Meeting Broadcast](#)

AGENDA

June 3, 2020

6:30 P.M.

CONVENE PLANNING COMMISSION MEETING

1. ROLL CALL – MANZO, M. NGUYEN, Q. NGUYEN, PHAM, SEID
2. SALUTE TO FLAG
3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS
4. EX PARTE COMMUNICATIONS

THIS SECTION IS INTENDED TO ALLOW ALL OFFICIALS THE OPPORTUNITY TO REVEAL ANY DISCLOSURE REGARDING SITE VISITS OR EX PARTE COMMUNICATION ABOUT THE PUBLIC HEARING AND REGULAR BUSINESS ITEMS.

5. SPECIAL PRESENTATIONS - None
6. ORAL COMMUNICATIONS

MEMBERS OF THE AUDIENCE MAY ADDRESS THE COMMISSION ON MATTERS OF PUBLIC INTEREST, WHICH PERTAIN TO THE CITY AND ARE NOT OTHERWISE ON THE AGENDA. MEMBERS OF THE PUBLIC WISHING TO ADDRESS PUBLIC HEARING ITEMS SHALL DO SO AT THE TIME OF THE PUBLIC HEARING. PLEASE LIMIT YOUR REMARKS TO FIVE (5) MINUTES.

MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE PLANNING COMMISSION MAY SUBMIT A REQUEST TO SPEAK FORM BEFORE THE START OF THE PLANNING COMMISSION MEETING:

- Use the following form to request to speak during the meeting: [Request to Speak Form](#) (Click the link to access this form).
- Once you have filled out the above form. Please submit the form to the following email address: WMPCcomments@westminster-ca.gov
- Speakers must attend the Planning Commission meeting via Zoom to speak to the Planning Commission. When your name is called, please press the "Raise Your Hand" button and wait for the Planning Commission Clerk to enable your microphone.
- Please state your name and City of residence for the record.

7. APPROVAL OF MINUTES – [May 20, 2020](#)

AGENDA

June 3, 2020

8. PUBLIC HEARINGS

DUE TO COVID-19 RESTRICTIONS, CHANGES HAVE BEEN MADE TO THE PUBLIC HEARING PROCESS IN ORDER TO ENSURE MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY. SPEAKERS DURING PUBLIC HEARING COMMENTS WILL EACH HAVE FIVE (5) MINUTES TO SPEAK ON EACH PUBLIC HEARING ITEM.

ANYONE WISHING TO COMMENT ON AN OPEN PUBLIC HEARING MAY PARTICIPATE IN ONE OF TWO WAYS:

- 1) SUBMIT COMMENTS IN WRITING THROUGH THE PLANNING COMMISSION E-MAIL UP TO 24 HOURS PRIOR TO THE MEETING, OR
- 2) SUBMIT A SPEAKER REQUEST PRIOR TO THE START OF THE PLANNING COMMISSION MEETING.

MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE PLANNING COMMISSION MAY SUBMIT COMMENTS IN WRITING THROUGH THE PLANNING COMMISSION E-MAIL UP TO 24 HOURS PRIOR TO THE MEETING:

- Please submit the e-mails to the following email address:
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- Your comments will become part of the official meeting record. You must provide your full name, please do not provide any other personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

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AGENDA

June 3, 2020

IN LIEU OF WRITTEN COMMENTS, MEMBERS OF THE PUBLIC WHO WISH TO VERBALLY ADDRESS THE PLANNING COMMISSION DURING THE PUBLIC HEARING MAY SUBMIT A SPEAKER REQUEST PRIOR TO THE BEGINNING OF THE MEETING:

- Use the following form to request to speak during the meeting: [Request to Speak Form](#) (Click the link to access this form).
- Once you have filled out the above form. Please submit the form to the following email address: WMPCcomments@westminster-ca.gov.
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8.1 Case No. 2020-016 (Conditional Use Permit)

Location: 15070 Goldenwest St (Assessor’s Parcel Number 142-382-13)

Applicant: Tastea Goldenwest, LLC.

Project Planner: Alice Tieu, Assistant Planner

Staff Report and Attachments

PROJECT DESCRIPTION: A request for a Conditional Use Permit (CUP) to operate a 1,304 square foot café with extended hours of operation from 9 a.m. to 12 a.m. midnight Monday through Sunday. The café sells teas, coffees, smoothies, and snacks.

CEQA COMPLIANCE: The proposed project has been reviewed pursuant to the California environmental Quality Act (CEQA) and the requirements of the City has been found to be exempt per Class 1 (Section 15301 Existing Facilities of the CEQA Guidelines), since the project involves little to no expansion of an existing use. The proposal does not involve any expansion of the existing commercial tenant space and the use will remain a commercial use consistent with other uses in the shopping center.

Staff Report
Planning Commission Discussion
Open Public Hearing
All Speakers to Comment
Close Public Hearing
Planning Commission Comments
Planning Commission Action

AGENDA

June 3, 2020

RECOMMENDATION: That the Planning Commission adopt a resolution entitled, "A Resolution of the Planning Commission of the City of Westminster Approving Case No. 2020-016, Conditional Use Permit to allow extended hours of operation for a proposed Café located at 15070 Goldenwest Street (Assessor's Parcel Number 142-382-13)."

9. REGULAR BUSINESS - None

10. REPORTS

10.1 Senate Bill 743 Implementation and Update to the City of Westminster Traffic Impact Analysis Guidelines

Location: Citywide

Presented by: Adolfo Ozaeta, Interim Assistant to the City Manager/Transportation Manager

[Staff Report](#)

RECOMMENDATION: That the Planning Commission receive and file this report.

11. MATTERS FROM THE PLANNING COMMISSION

11.1 AB 1234 Reports

12. MATTERS FROM STAFF

13. ADJOURNMENT – To a Regular Meeting on Wednesday, June 17, 2020, at 6:30 p.m.

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public, at least 72 hours in advance of the Planning Commission meeting.

/S/Shelley Stevens, Senior Administrative Assistant