

TONY BUI
Chair

ALIN HAMADE
Vice Chair

DON ANDERSON
Commissioner

JAMISON POWER
Commissioner

K.C. WOLBERT
Commissioner



AGENDA **PLANNING COMMISSION**

Regular Meeting

May 17, 2023

6:30 p.m.

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

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 are available for public inspection on the City's website at <https://www.westminster-ca.gov/departments/community-development/planning-division/planning-commission/late-communication-written-comments>

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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. While in the City Council Chamber, please *turn off* all cellular phones. 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/departments/community-development/planning-division/planning-commission/agendas-minutes>.

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.

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

MEMBERS OF THE PUBLIC MAY VIEW THE MEETING LIVE IN ONE OF THE FOLLOWING WAYS:

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

MEMBERS OF THE PUBLIC MAY SUBMIT COMMENTS IN WRITING UP TO 24 HOURS PRIOR TO THE MEETING:

- Please submit the e-mails to planning@westminster-ca.gov
- Comments received via e-mail will be provided to the Planning Commission and reflected in the minutes. Comments will not be read verbally at the meeting.
- Your comments will become part of the official meeting record. You must provide your full name, but do not provide any other personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

TO SPEAK IN PERSON:

- Complete a blue request to speak form that is provided at the entrance of the council chambers and submit it to the Planning Commission Clerk.
- When your name is called, step up to the podium and state your name and City of residence for the record.

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CONDUCT AND DECORUM AT PUBLIC MEETINGS

In an effort to conduct orderly business of the Planning Commission and all in attendance at a public meeting the following conduct and decorum are expected and appreciated.

- Treat others courteously.
- Listen to others respectfully.
- No use of profane language.
- Please do not interrupt other speakers.
- Please remain seated or quiet when asked to.
- Please do not obstruct the visibility for others in attendance.
- Signs shall not be larger than 8 ½ X 11 in size.
- No signs on sticks are allowed, for your safety and the safety of others in the City Council Chambers.

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](#)

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6:30 P.M.

CONVENE PLANNING COMMISSION MEETING AND CALL MEETING TO ORDER

- 1. ROLL CALL – ANDERSON, BUI, HAMADE, POWER, WOLBERT**
- 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**

THIS IS THE TIME OF THE MEETING THAT MEMBERS OF THE PUBLIC MAY ADDRESS THE PLANNING COMMISSION ON MATTERS OF PUBLIC INTEREST, WHICH PERTAIN TO THE CITY AND ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE PLANNING COMMISSION. MEMBERS OF THE PUBLIC WISHING TO ADDRESS PUBLIC HEARING ITEMS SHALL DO SO AT THE TIME OF THE PUBLIC HEARING. UNLESS EXTENDED BY A MAJORITY VOTE OF THE PLANNING COMMISSION, COMMENTS SHALL BE LIMITED TO THREE (3) MINUTES PER SPEAKER.

TO ADDRESS THE PLANNING COMMISSION, PLEASE COMPLETE A BLUE REQUEST TO SPEAK FORM THAT IS PROVIDED AT THE ENTRANCE TO THE COUNCIL CHAMBERS AND SUBMIT THE FORM TO THE PLANNING COMMISSION CLERK. WHEN YOUR NAME IS CALLED, PLEASE STEP TO THE PODIUM AT THAT TIME AND STATE YOUR NAME* AND CITY OF RESIDENCE* FOR THE RECORD. (*OPTIONAL)

- 7. APPROVAL OF MINUTES – NONE**

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8. PUBLIC HEARINGS

ANYONE WISHING TO SPEAK ON AN OPEN PUBLIC HEARING SHOULD COMPLETE A BLUE REQUEST TO SPEAK FORM THAT IS PROVIDED AT THE ENTRANCE OF THE COUNCIL CHAMBERS AND SUBMIT THE FORM TO THE PLANNING COMMISSION CLERK. WHEN YOUR NAME IS CALLED, PLEASE STEP TO THE PODIUM AND STATE YOUR NAME* AND CITY OF RESIDENCE* FOR THE RECORD. (*OPTIONAL)

EACH ATTENDEE WILL HAVE THREE (3) MINUTES TO COMMENT ON EACH PUBLIC HEARING ITEM. THE APPLICANT OR THEIR DESIGNEE WILL HAVE TWELVE (12) MINUTES TO SPEAK AND WILL ALSO BE PROVIDED A THREE (3) MINUTE REBUTTAL. WITH EXCEPTION OF THE APPLICANT OR DESIGNEE ALL ATTENDEES MAY ONLY SPEAK ONCE. THE PLANNING COMMISSION MAY USE ITS DISCRETION TO ALLOW A SPEAKER TO EXCEED THE ALLOTTED TIME OR MAY ASK A SPEAKER TO RETURN TO ANSWER ADDITIONAL QUESTIONS.

8.1 2020-1158 (Variance)

Location: 7811 & 7813 11th Street

Assessor's Parcel Number: 096-353-20

Applicant: Peter Tran

Project Planner: Memnon Torio, Assistant Planner

[Staff Report and Attachment 1](#)

[Attachments 2 and 3 – Parcel Map and Plans](#)

PROJECT DESCRIPTION: An application involving a request for a Variance to allow for a five-foot side yard setback on the first floor of the westerly interior side yard of a proposed two-story residential duplex, whereas the Westminster Municipal Code (WMC) requires a seven-foot side yard setback for two-story structures.

CEQA COMPLIANCE: This Project, as proposed, is categorically exempt per Class 3, Section 15303 New Construction or Conversion of Small Structures, of the California Environmental Quality Act (CEQA) (such as a duplex or similar multi-family residential structures designed for not more than six dwelling units in an urbanized area). The proposed residential Project involves the construction of a duplex (two multi-family residential units) and is deemed exempt from CEQA per Class 3.

Staff report

Planning Commission Questions for Staff

Public Comments

Planning Commission Discussion

Planning Commission Action

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RECOMMENDATION: Staff recommends that the Planning Commission adopt a resolution entitled: "A Resolution of the Planning Commission of the City of Westminster Approving Case No. 2020-1158, an application involving a request for a Variance to allow for a five-foot side yard setback on the first floor of the westerly interior side yard of a proposed two-story residential duplex, whereas the Westminster Municipal Code (WMC) Section 17.210.015 requires a seven-foot side yard setback for two-story structures.

9. REGULAR BUSINESS – None

10. REPORTS – None

11. MATTERS FROM STAFF

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

13. ADJOURNMENT – TO A REGULAR MEETING ON WEDNESDAY, JUNE 7, 2023, AT 6:30 PM.

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