



**AGENDA**  
**REGULAR MEETING OF THE PLANNING**  
**AND ECONOMIC DEVELOPMENT**  
**COMMISSION OF THE CITY OF DUARTE**

**MONDAY, APRIL 17, 2023**  
**7:00 PM**

DUARTE COMMUNITY CENTER, 1600  
HUNTINGTON DRIVE, DUARTE, CA 91010

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***MISSION STATEMENT***

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

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1. CALL TO ORDER AND NOTATION OF ANY ABSENCES
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES:
  - A. Minutes for March 20, 2023
4. COMMISSION REORGANIZATION
5. ORAL COMMUNICATIONS - ITEMS NOT IN THE AGENDA
6. PUBLIC HEARINGS:
  - A. **Conditional Use Permit 23-01 and Site Plan and Design Review 23-13.** A carwash and oil change business is proposed in a 2,726 square foot building located at 2110 Huntington Drive. Improvements are proposed to the building exterior, parking lot, and landscaping.

**RESOLUTION PC 23-05**

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE DETERMINING THAT THE PROPOSED REQUEST FOR A CONDITIONAL USE PERMIT FOR A CARWASH AND OIL CHANGE BUSINESS LOCATED AT 2110 HUNTINGTON DRIVE MEETS THE REQUIRED FINDINGS DESCRIBED UNDER DUARTE DEVELOPMENT CODE 19.114.050(B) AND THUS APPROVES CONDITIONAL USE PERMIT 23-01 SUBJECT TO CONDITIONS OF APPROVAL.

**RESOLUTION PC 23-06**

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE DETERMINING THAT THE PROPOSED REQUEST FOR SITE PLAN AND DESIGN REVIEW APPROVAL FOR THE

PROPOSED IMPROVEMENTS TO THE BUILDING'S EXTERIOR, PARKING LOT, AND LANDSCAPING AT PROPERTY AT 2110 HUNTINGTON DRIVE MEETS THE REQUIRED FINDINGS DESCRIBED UNDER DUARTE DEVELOPMENT CODE 19.122 AND THUS APPROVES SITE PLAN AND DESIGN REVIEW 23-13 SUBJECT TO CONDITIONS OF APPROVAL.

7. BUSINESS ITEMS:

- A. Finding that the City's proposed acquisition of various properties near the corner of Melcanyon Road and Brookridge Road is in conformance with the City's General Plan.

**RESOLUTION PC 23-07**

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE FINDING THAT THE CITY'S PROPOSED ACQUISITION OF VARIOUS PROPERTIES IN CONJUNCTION WITH THE MELCANYON DEBRIS BASIN CONFORMS WITH THE CITY'S GENERAL PLAN.

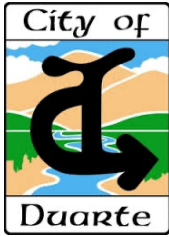
8. ITEMS FROM DIRECTOR

9. ITEMS FROM COMMISSIONERS

10. ADJOURNMENT: May 15, 2023



# MINUTES



**MINUTES**  
**CITY OF DUARTE**  
**PLANNING AND ECONOMIC**  
**DEVELOPMENT COMMISSION**

**March 20, 2023**

**Commissioners**

Tina Heany, Vice-Chair  
Wally Wolff  
Danny Ramirez  
Brian Quandt  
Daniel Becker

**1. CALL TO ORDER AND NOTATION OF ANY ABSENCES:**

Vice-Chair Heany called the meeting to order at 7:02 p.m. The following were in attendance:

|                |                                                              |
|----------------|--------------------------------------------------------------|
| PRESENT:       | Heany, Quandt, Wolff                                         |
| ABSENT:        | Becker and Ramirez                                           |
| STAFF:         | Baldwin, Bautista, Burgnon, Golding, Hensley, Nash, Zambrano |
| CITY ATTORNEY: | None                                                         |

**2. PLEDGE OF ALLEGIANCE:**

Commissioner Quandt led the Pledge of Allegiance.

**3. APPROVAL OF MINUTES:**

Vice-Chair Heany motioned to approve the January 17, 2023, minutes. Seconded by Commissioner Quandt. The motion carried 3-0-0-2. (Yes: Heany, Quandt and Wolff; No: None; Abstain: None; Absent: Becker and Ramirez).

**4. COMMISSION REORGANIZATION:**

Director Hensley suggested to postpone the reorganization until the entire quorum is present. Vice-Chair Heany and the present Commissioners agreed to wait until the next meeting to appoint a new Chair and Vice-Chair.

**5. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA:**

None.

**6. BUSINESS ITEMS:**

A. **Site Plan and Design Review SPDR 22-18.** Interior and exterior renovations and a 1,274 square foot, single-story addition to the existing 16,906 square foot, two-story, historic, Morrison House building located on the Westminster Gardens senior living campus at 1420 Santo Domingo Avenue and associated Mitigated Negative Declaration.

Baldwin provided a brief background on the Morrison House, a brief description of its current uses and conditions, and summarized the project's goals intended to make the building more energy efficient, ADA compliant and modernized. Baldwin commented on the associated Mitigated Negative Declaration and highlighted that the existing windows would have to be repaired rather than replaced as a mitigation measure recommended by the architectural historian consultant.

Vice-Chair Heany opened questions to the Commissioners.

Commissioner Quandt asked if there were any minor objections to the original window proposal.

Baldwin added that there was a discussion at the last Architectural Review Board (ARB) and the decision was made to go with what the architectural historian consultant recommended, which was to retain the existing windows.

Vice-Chair Heany opened comments and questions to the public.

Andrew Smith, Executive Director at Westminster Gardens, thanked the Commissioners, ARB, and staff for taking the time to review this project. Smith added that there are no objections or concerns with the Mitigated Negative Declaration and expressed excitement for the improvements that will be made to the historic building.

## **Action**

**Motion made by Commissioner Quandt to approve SPDR 22-18 per Resolution PC 23-03 and Resolution PC 23-04. Seconded by Commissioner Wolff. The motion carried 3-0-0-2. (Yes: Heany, Wolff, Quandt; No: None; Abstain: None; Absent: Becker and Ramirez).**

## **7. PUBLIC HEARINGS:**

- A. **Municipal Code Amendment 23-01.** A City-initiated request to amend the Duarte Development Code in response to State Law in the Areas of Affordable Housing, Assisted Housing, and Accessory Dwelling Units.

Baldwin summarized the changes that will be made under Municipal Code Amendment 23-01 and added that the purpose of these City-initiated amendments is to comply with recently approved State housing laws, which will revise a variety of chapters in the Duarte Development Code.

- B. **Specific Plan Amendment 23-01.** City-initiated Amendment to the Duarte Town Center Specific Plan for Consistency with Approved Housing Element.

Baldwin summarized the changes proposed under Site Plan Amendment 23-01, including a more thorough explanation of density transfers and how they pertain to affordable housing developments. Baldwin presented a slideshow that showed an example of transfer of development rights.

Vice-Chair Heany opened questions and comments to the Commissioners.

Commissioner Quandt asked questions about the methods that will be used for transferring properties.

Baldwin explained that the requirement would be that one developer would purchase all the properties that are included in the agreement, whether it is two or three properties.

Director Hensley added that with the density transfers, there would be one development agreement with the possibility of multiple property owners. The proposed amendments would help the City meet its housing element requirements.

Vice-Chair Heany asked if the items in the Public Hearing are to comply with State mandates.

Director Hensley summarized the purpose of the items presented in the Public Hearing.

Commissioner Quandt asked how the City could be impacted by these changes.

Baldwin answered that it can be difficult to say how the amendments will be used, but there could be opportunities where developers would be encouraged to build affordable housing.

Vice-Chair Heany opened comments to the public.

No questions or comments from the public.

## **Actions**

**Motion made by Vice-Chair Heany to approve Municipal Code Amendment 23-01 per Resolution PC 23-01. Seconded by Commissioner Wolff. The motion carried 3-0-0-2. (Yes: Heany, Wolff, Quandt; No: None; Abstain: None; Absent: Becker and Ramirez).**

**Motion made by Commissioner Wolff to approve Specific Plan Amendment 23-01 per Resolution PC 23-02. Seconded by Commissioner Quandt. The motion carried 3-0-0-2. (Yes: Heany, Wolff, Quandt; No: None; Abstain: None; Absent: Becker and Ramirez).**

**8. ITEMS FROM DIRECTOR:**

Director Hensley provided a leasing update on the new luxury apartment building, Esperanza at Duarte Station.

**9. ITEMS FROM COMMISSIONERS:**

Commissioner Quandt asked if there were any future park developments between the City of Duarte and the City of Bradbury.

Director Hensley added that the Donald and Bernice Watson Recreational Trail received a federal grant for site improvements and upgrades. The trail is located between the City of Duarte and the City of Bradbury.

Commissioner Wolff mentioned that he attended the last Parks and Recreation Commission meeting and provided updates on some of the items discussed at that meeting.

**10. ADJOURNMENT:**

Vice-Chair Heany motioned to adjourn at 7:50 p.m. The next meeting is scheduled for April 17, 2023.

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Craig Hensley, Secretary

# **CONDITIONAL USE PERMIT**

## **23-01**



# PLANNING AND ECONOMIC DEVELOPMENT COMMISSION STAFF REPORT

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**Date:** April 17, 2023

**Subject:** Conditional Use Permit 23-01 and Site Plan and Design Review SPDR 23-13  
for a carwash and oil change business

**Location:** 2110 Huntington Drive

**Applicant:** Javier and Paloma Ramos

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## **BACKGROUND**

The 15,000 square foot property is developed with a 2,726 square foot building that was constructed in 2000 and operated as a carwash and oil change business for 20 years. The landscape and hardscape were remodeled in 2019 while the business was closed due to Covid, but business never resumed operation and permanently closed in 2020. The property currently has deferred maintenance related to the building exterior, hardscape and landscape.

The carwash use with accessory oil change is permitted in the General Commercial zone with approval of a Conditional Use Permit. The rights to operate this use that were granted in 2000 by CUP 00-03, but since over one year has passed since the closing of the business, the building has lost its entitlement and a new Conditional Use Permit must be approved by the Planning Commission to operate a carwash. In addition to the new use proposed, the applicant is also proposing to improve the property by making alterations to the building exterior; repairing, painting, and restriping the hardscape; and completely replacing the landscape. These improvements require approval of a Site Plan Design Review application.

The adjacent land uses include an auto repair garages to the west, a self-serve carwash to the east, single-family residential houses to the south and a vacant commercial property to the north on the opposite side of Huntington Drive.

## **ANALYSIS**

The applicant is proposing to operate the carwash and oil change business in a similar manner that it was operated by the previous owner, which offered automated car washes with hand drying as well as oil changes. Customers for the carwash would drive their vehicle to the vacuum station and employees would vacuum the car, run it through the automated car wash, and complete the hand-drying on the other side (see Plans, Exhibit A). The oil change service is an accessory use that is by appointment only. The business would operate at first with only three employees and it is proposed to grow to up to eight employees.

### **Impact on Adjacent Properties**

Carwash uses have the potential to create noise impacts for the neighbors if not properly mitigated. The vacuum equipment as well as the carwash tunnel create noise that could be impactful to sensitive uses. The nearest sensitive use to the carwash facility is the single-family residence across the alley to the rear of the property. This residence is located approximately 128 feet from the noise generating equipment and there are two 6-foot-tall block walls between these points that assist in the blocking of sound. In the approximately 20 years that the previous carwash operated the only noise complaint came from the mobile home park north of the vacant lot north of the subject property and this complaint was mitigated when sound baffling equipment was installed for the carwash tunnel. With these factors considered, Staff does not anticipate noise impacts from the proposed use.

Alley access is another area that has the potential for creating an impact for the neighbors. It has the potential to be integrated into a regular part of the circulation pattern for the business. The introduction of commercial traffic into the alley would be impactful to adjacent residents and has not been analyzed for traffic impacts on streets serving the property. To address this, the business will not be permitted to use the rear alley access point except for emergencies and trash service. This limitation is consistent with the limits placed on the previous business. No impact issues were reported with the previous business regarding use of the rear alley.

### **Circulation and Parking**

Patrons of the business will enter the site off Huntington Drive and drop off their car at the vacuum station. At that point customers will exit the vehicle and wait in the patio at the front of the cashier office. A carwash staff member will vacuum the car and drive it to the carwash tunnel entrance at the rear of the building. The mechanism within the tunnel will bring the car through without a driver. An employee will then drive the car from the front side of the tunnel to one of three hand-drying vehicle spaces, labeled "A-C" on the site plan. Once the vehicle is finished, patrons will enter their vehicle and leave the site.

Vehicular queueing distance has been integrated into the site plan and provides adequate space for the different stages of the planned operations. There will be adequate space for four to six



cars to queue from Huntington Drive and onsite in front of the vacuum area; four cars to queue between the vacuum area and tunnel entrance; and another four-car queue between the front of the tunnel and the drying spaces.

The eight parking spaces on the property will be for employee parking. Since there are no services provided onsite that require parking and the number of parking spaces equals the maximum number of employees then there should be no parking impacts on the site.

### Building and Site Improvements

Alterations to the building, accessory structures, hardscape, and landscape will be made to bring this property in line with the City's high level of aesthetic design. The building overall is in good shape, but the building has not been properly maintained since the building was originally constructed, and improvements and repairs are necessary. The major items that must be addressed as part of the architectural and aesthetic improvements to the property include: replacement of corbels with wood rot; replacement of all trellis materials at the customer patio, potential replacement and/or restoration of the vacuum area trellis, updated signage (including the monument sign), repainting of the whole building inclusive of the rooftop screening, and restoration of site walls, fences, and gates. The existing accessory structures onsite include the vacuum structure, the vehicle canopy at the rear of the site, and the trash enclosure. All three require improvement. The vacuum structure will be inspected by an engineer per condition of approval and replaced if necessary. If the structure is sound, then cosmetic finishing pieces will be required to be installed and the structure will be repainted. The rear vehicle canopy is currently unroofed and a new roof will be installed with durable, high-quality materials. The trash enclosure at the rear of the property opens to the alley, is unroofed, and does not meet current sizing requirements. It will need to be rebuilt to City standards and to meet new solid waste requirements for recycling. All of these aesthetic improvements are planned as deferred approvals by Planning Staff and will be done to the satisfaction of the Community Development Director.

The paving on the property requires alteration to restore the original circulation pattern of the business. When the business was closed in 2019, trees were planted in the driveway for an unknown reason. These trees are obstructions to proper circulation and need to be removed. Also, all the areas where the pavement was painted to demarcate certain zones on the property, such as the customer waiting area, currently have chipped paint so they must be repainted. Lastly, the striping on the property has faded away so new parking space striping is required.

The landscaping on the property is in poor shape. It is overgrown in some places and dead in others and the plant types in general are not drought tolerant. As such, all the landscaping on the property is required to be replaced with new drought tolerant landscaping in compliance with the Duarte Development Code.

### RECOMMENDATION

Staff recommends the Planning Commission approve the carwash use and related exterior improvements associated with CUP 23-01 and SPDR 23-13 for the project proposed at 2110 Huntington Drive.

Respectfully Submitted,

Nick Baldwin, AICP  
Associate Planner

Attachments

Exhibit A: Architectural Plans  
Exhibit B: Resolution 23-05; Condition Use Permit 23-01  
Exhibit C: Resolution 23-06; Site Plan and Design Review 23-13  
Exhibit D: Photos

# **EXHIBIT A**

# **EXHIBIT B**



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| OWNER/CONSULTANT DIRECTORY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                        |
| <p><u>BUILDING OWNER:</u><br/>         JAVIER RAMOS<br/>         546 EDNA PLACE<br/>         COVINA, CA 91723<br/>         FH. (310) 363-5935<br/>         CONTACT: JAVIER RAMOS</p> <p><u>DESIGNER:</u><br/>         9K DESIGN GROUP LLC<br/>         13180 QUARTER HORSE DRIVE<br/>         EASTVALE, CA 92880<br/>         FH. 562.631.6274<br/>         CONTACT: SCOTT KAVTHEKAR</p> <p><u>MECHANICAL/PLUMBING ENGINEER:</u><br/>         -<br/>         -<br/>         -<br/>         FH. -<br/>         CONTACT: -</p> <p><u>ELECTRICAL ENGINEER:</u><br/>         -<br/>         -<br/>         -<br/>         FH. -<br/>         CONTACT: -</p> | <p><u>PROPERTY OWNER:</u><br/>         CLANCY HAWKINS<br/>         2102 HUNTINGTON DRIVE<br/>         DUARTE, CA 91010<br/>         FH. (-) ###.####<br/>         CONTACT: JAVIER RAMOS</p> <p><u>STRUCTURAL ENGINEER:</u><br/>         -<br/>         -<br/>         -<br/>         FH. -<br/>         CONTACT: -</p> |
| <p>APPLICABLE BUILDING CODES</p> <p>2022 CALIFORNIA BUILDING CODE (2015 IRC)<br/>         2022 CALIFORNIA MECHANICAL CODE (2015 UMC)<br/>         2022 CALIFORNIA PLUMBING CODE (2015 UPC)<br/>         2022 CALIFORNIA ELECTRICAL CODE (2015 NEC)<br/>         2022 CALIFORNIA FIRE CODE<br/>         2022 CALIFORNIA ENERGY CODE - TITLE 24<br/>         CITY OF DUARTE AMENDMENTS</p>                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                        |
| <p>PROJECT DATA</p> <p>SITE AREA: 15,000 SF<br/>         APN#: 8524-013-033<br/>         ZONING: C-2<br/>         BUILDING AREA: 2,726 SF<br/>         CONSTRUCTION TYPE: III-B<br/>         OCCUPANCY TYPE: B<br/>         OCCUPANCY LOAD: -<br/>         FIRE SPRINKLERS: NO<br/>         TOTAL PARKING: (9) NINE SPACES</p>                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                        |

[illegible]

ROUTE 66 CAR WASH/LUBE  
CHANGE OF OWNERSHIP  
(MINOR TI)  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010

| APPLICABLE BUILDING CODES                  |  |
|--------------------------------------------|--|
| 2022 CALIFORNIA BUILDING CODE (2015 IRC)   |  |
| 2022 CALIFORNIA MECHANICAL CODE (2015 UMC) |  |
| 2022 CALIFORNIA PLUMBING CODE (2015 UPC)   |  |
| 2022 CALIFORNIA ELECTRICAL CODE (2015 NEC) |  |
| 2022 CALIFORNIA FIRE CODE                  |  |
| 2022 CALIFORNIA ENERGY CODE - TITLE 24     |  |
| CITY OF DUARTE AMENDMENTS                  |  |

2022 CALIFORNIA BUILDING CODE (2015 IRC)  
2022 CALIFORNIA MECHANICAL CODE (2015 UMC)  
2022 CALIFORNIA PLUMBING CODE (2015 UPC)  
2022 CALIFORNIA ELECTRICAL CODE (2015 NEC)  
2022 CALIFORNIA FIRE CODE  
2022 CALIFORNIA ENERGY CODE - TITLE 24  
CITY OF DUARTE AMENDMENTS

| PROJECT DATA                   |  |
|--------------------------------|--|
| SITE AREA: 15,000 SF           |  |
| APN#: 0529-013-033             |  |
| ZONING: C-2                    |  |
| BUILDING AREA: 2,726 SF        |  |
| CONSTRUCTION TYPE: III-B       |  |
| OCCUPANCY TYPE: B              |  |
| OCCUPANCY LOAD: -              |  |
| FIRE SPRINKLERS: NO            |  |
| TOTAL PARKING: (9) NINE SPACES |  |

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APN#: 0529-013-033  
ZONING: C-2  
BUILDING AREA: 2,726 SF  
CONSTRUCTION TYPE: III-B  
OCCUPANCY TYPE: B  
OCCUPANCY LOAD: -  
FIRE SPRINKLERS: NO  
TOTAL PARKING: (9) NINE SPACES

|                                                                                      |                           |                                                                                       |                                   |
|--------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------|-----------------------------------|
|  | WOOD                      |  | COLOR/MATERIAL                    |
|  | PLYWOOD                   |  | <u>DETAIL NUMBER</u>              |
|  | METAL STUDS               |  | SHEET NUMBER                      |
|  | BATT INSULATION           |  | DOOR NUMBER                       |
|  | BOARD INSULATION          |  | EQUIPMENT/ACCESSORY               |
|  | CERAMIC TILE              |  | INTERIOR ELEVATION<br>DESIGNATION |
|  | STEEL                     |  | <u>SECTION NUMBER</u>             |
|  | CONCRETE                  |  | SHEET NUMBER                      |
|  | CONCRETE<br>MASONRY UNITS |                                                                                       |                                   |
|  | ASPHALT PAVING            |                                                                                       |                                   |
|  | SOIL                      |                                                                                       |                                   |

|                                                                                       |                           |
|---------------------------------------------------------------------------------------|---------------------------|
|  | EXISTING WALL             |
|  | REMOVE WALL (NON-BEARING) |

# WALL LEGEND/SYMBOLS

|                                                                                       |                           |
|---------------------------------------------------------------------------------------|---------------------------|
|  | EXISTING WALL             |
|  | REMOVE WALL (NON-BEARING) |

## SCOPE OF WORK:

1. REPAIR EXISTING ROLLUP DOOR AT GAR WASH TUNNEL AND GAR LUBE GARAGE.
2. REMOVE THE CABLE AT DRIVEWAY ENTRY.
3. INSTALL CANVAS AWNING COVERING OVER METAL FRAMED CANOPY AT THE REAR OF SITE NEAR THE ALLEYWAY. INSPECT, REPAIR METAL FRAME AS REQUIRED.
4. THE CAR DROP OFF VACUUM CANOPY TRELLIS FRAMING AND PATIO WAITING AREACANOPY TRELLIS SHALL BE INSPECTED, REPAIRED & REPAINTED. REPAIR AND/OR REPLACE ANY WOOD OR METAL FRAMING AS REQUIRED.
5. REPLACE ALL LANDSCAPING ON SITE. PATCH HOLES WHERE LANDSCAPING IS TO BE REMOVED.
6. REPLACE THE MISSING DRAINAGE GRATING.
7. EXISTING MONUMENT SIGN TO REMAIN AND HAVE FACING REPLACED ON BOTH SIDE AS PER SEPARATE PERMIT BY A SIGN CONTRACTOR.
8. EXISTING BUILDING CORBELS TO BE INSPECTED, REPAIRED AND PAINTED PER EXISTING COLORS.
9. INSPECT ALL WALLS AND PATCH/REPAIR ALL HOLES AS REQUIRED.
10. PAINT EXISTING METAL ROOF ACCENT PIECE AT MIDDLE PORTION OF BUILDING.
11. REPAIR ENTIRE BUILDING INCLUDING ROLL UP DOORS.

- ## SCOPE OF WORK:
1. REPAIR EXISTING ROLLUP DOOR AT GAR WASH TUNNEL AND GAR LUBE GARAGE.
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  11. REPAIR ENTIRE BUILDING INCLUDING ROLL UP DOORS.

[illegible]

# VICINITY MAP

ROUTE 66 CAR WASH/LUBE  
210 HUNTINGTON DRIVE  
DUARTE, CA 91010

A vicinity map of the area around 210 Huntington Drive in Duarte, California. The map shows a grid of streets including Huntington Dr, Elmer St, Lincoln St, and others. A black dot marks the location of the car wash/lube shop at 210 Huntington Dr. A north arrow is located in the bottom right corner.

NORTH

NOT TO SCALE

[illegible][illegible]

ROUTE 66 CAR WASH  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010  
(CHANGE OF OWNERSHIP)

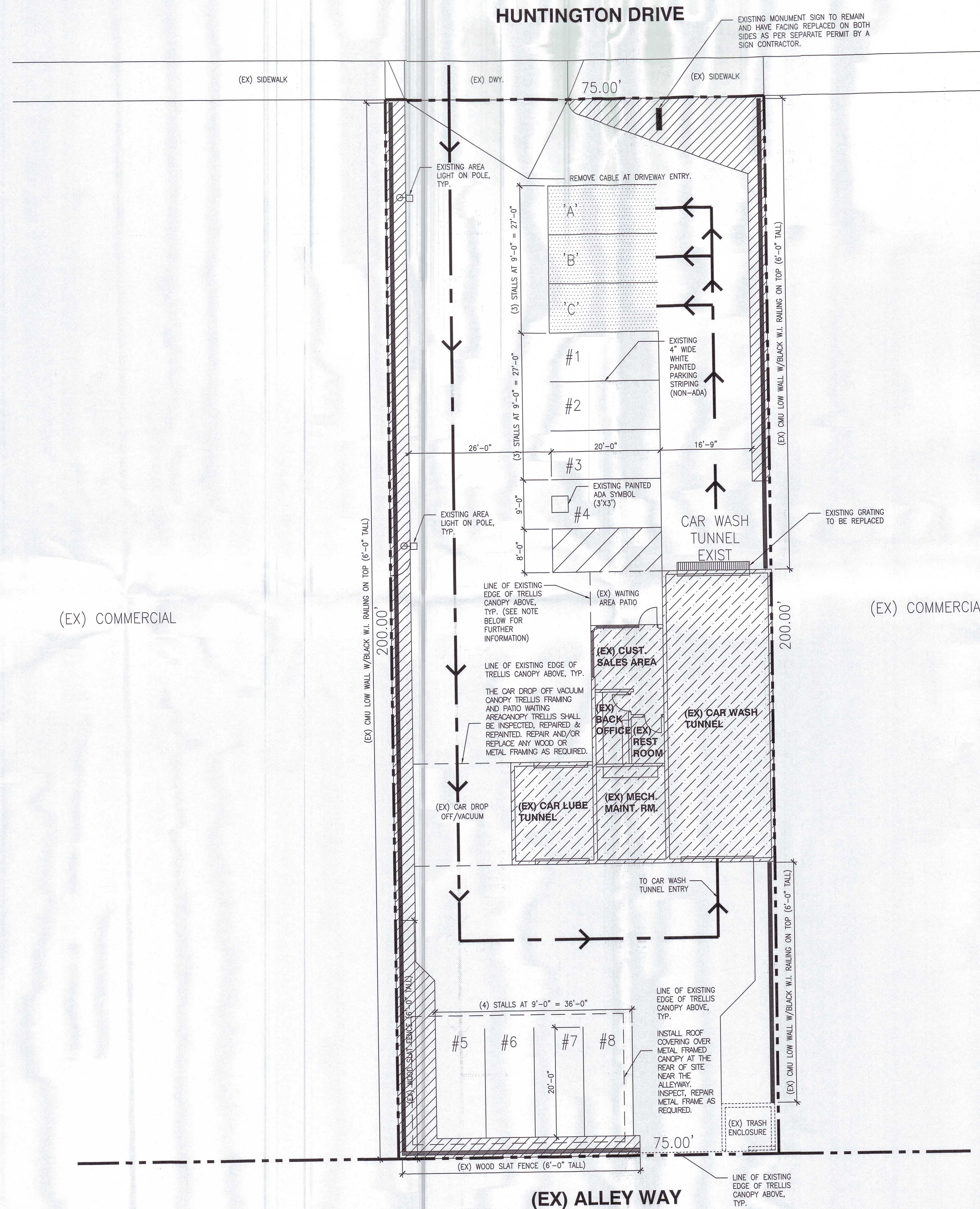
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CITY OF LEARN  
COMMUNITY DEVELOPMENT  
T1

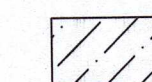
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CITY OF LEARN  
COMMUNITY DEVELOPMENT  
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TITLE SHEET  
- RECEIVED  
FEB 24 1968  
CITY OF LEARN  
COMMUNITY DEVELOPMENT  
T1





SITE PLAN SYMBOLS



(EX) CAR WASH BUILDING



(EX) LANDSCAPING. REPLACE ALL DECAYED/DAMAGED TREES, SHRUBS, BUSHES, GROUND COVER, WITH DROUGHT TOLERANT TYPE, ETC.



CAR DRYING PARKING AREAS (A,B,C) (REMAINING UNHATCHED PARKING ARE EMPLOYEE ONLY, 1-8)



(EX) PROPERTY LINE



CAR PATH OF TRAVEL

(EX)

EXISTING

PROJECT DATA

SITE AREA: 15,000 SF  
APN#: 8529-015-033  
ZONING: C-2  
BUILDING AREA: 2,726 SF  
CONSTRUCTION TYPE: III-B  
OCCUPANCY TYPE: B  
OCCUPANCY LOAD: -  
FIRE SPRINKLERS: NO  
EMPLOYEES: (3) THREE TO (7) SEVEN MAX.  
TOTAL PARKING: (9) NINE SPACES

ROUTE 66 CAR WASH  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010  
(CHANGE OF OWNERSHIP)

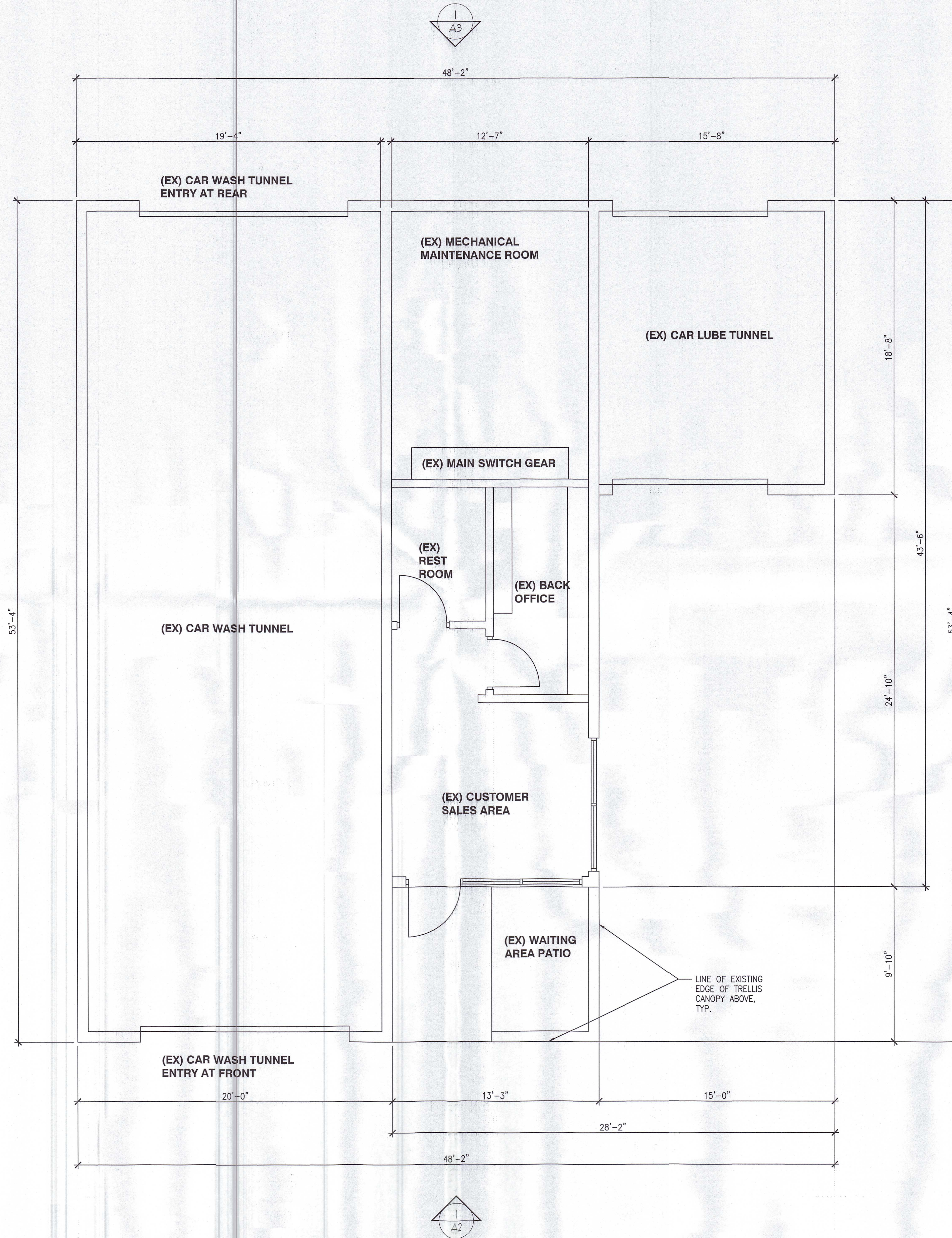
REVISIONS

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SITE PLAN

C1





ROUTE 66 CAR WASH  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010  
(CHANGE OF OWNERSHIP)

REVISIONS

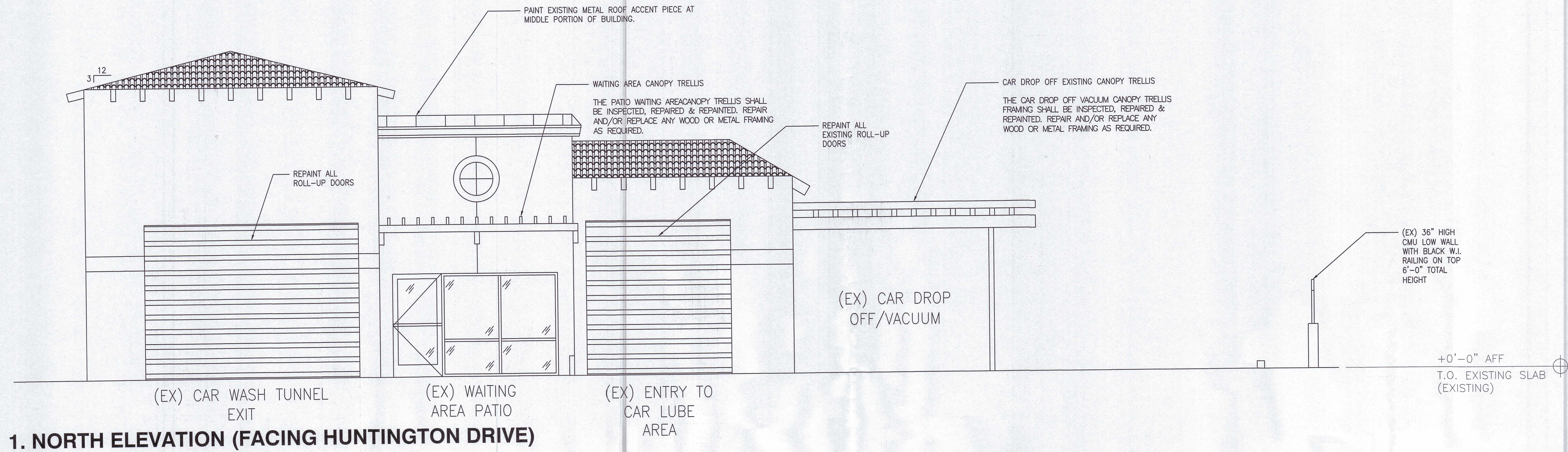
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EXISTING  
FLOOR PLAN  
-

A1





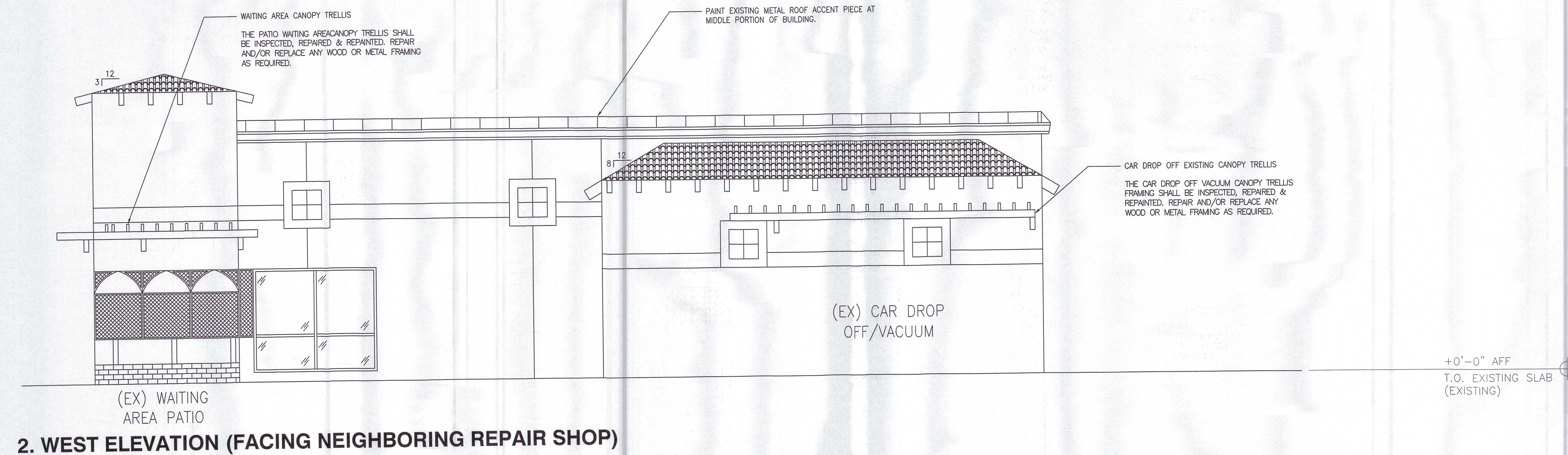


#### SCOPE OF WORK:

1. REPAINT EXISTING ROLLUP DOOR AT CAR WASH TUNNEL AND CAR LUBE GARAGE.
2. INSTALL CANVAS AWNING COVERING OVER METAL FRAMED CANOPY AT THE REAR OF SITE NEAR THE ALLEYWAY. INSPECT, REPAIR METAL FRAME AS REQUIRED.
3. THE CAR DROP OFF VACUUM CANOPY TRELLIS FRAMING AND PATIO WAITING AREA CANOPY TRELLIS SHALL BE INSPECTED, REPAIRED & REPAINTED. REPAIR AND/OR REPLACE ANY WOOD OR METAL FRAMING AS REQUIRED.
4. REPLACE THE MISSING DRAINAGE GRATING.
5. EXISTING BUILDING CORBELS TO BE INSPECTED, REPAIRED AND PAINTED PER EXISTING COLORS.
6. INSPECT ALL WALLS AND PATCH/REPAIR ALL HOLES AS REQUIRED.
7. PAINT EXISTING METAL ROOF ACCENT PIECE AT MIDDLE PORTION OF BUILDING.
8. REPAINT ENTIRE BUILDING INCLUDING ROLL UP DOORS.

#### SITE PLAN SYMBOLS

(EX) EXISTING



ROUTE 66 CAR WASH  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010  
(CHANGE OF OWNERSHIP)

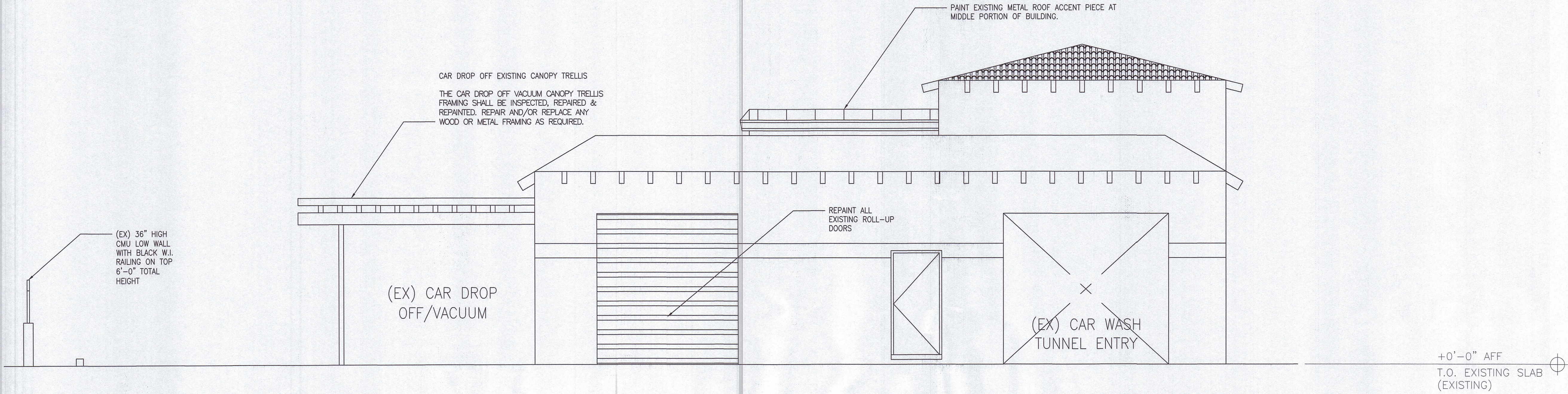
#### REVISIONS

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EXISTING  
ELEVATIONS  
-

A2





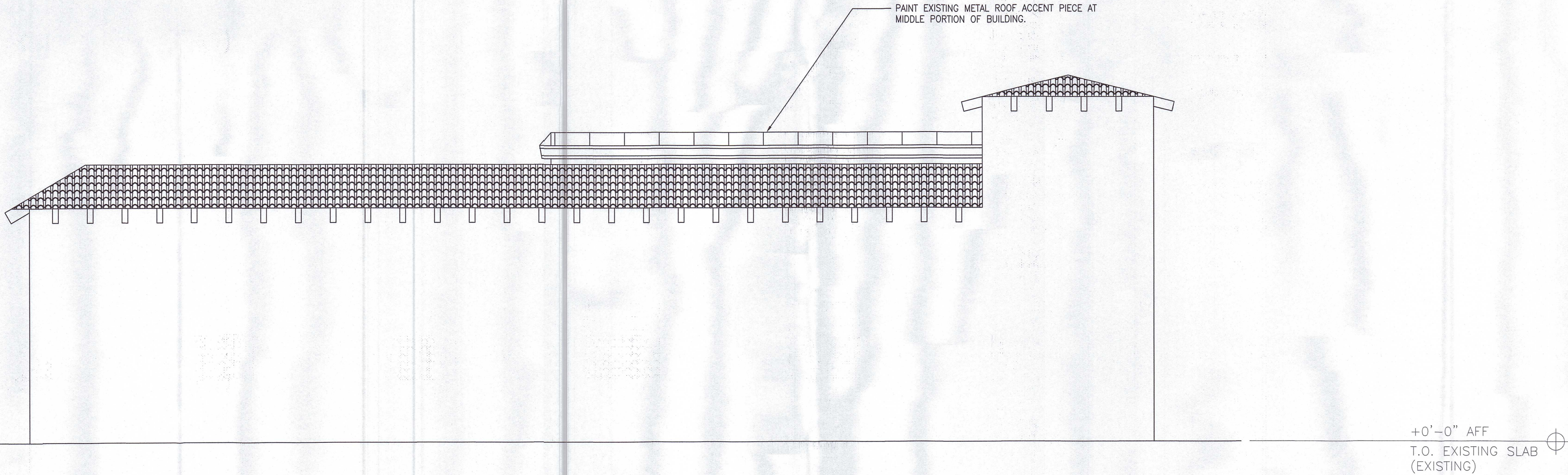
1. SOUTH ELEVATION (FACING ALLEY WAY)

SCOPE OF WORK:

1. REPAINT EXISTING ROLLUP DOOR AT CAR WASH TUNNEL AND CAR LUBE GARAGE.
2. INSTALL CANVAS AWNING COVERING OVER METAL FRAMED CANOPY AT THE REAR OF SITE NEAR THE ALLEYWAY. INSPECT, REPAIR METAL FRAME AS REQUIRED.
3. THE CAR DROP OFF VACUUM CANOPY TRELLIS FRAMING AND PATIO WAITING AREA CANOPY TRELLIS SHALL BE INSPECTED, REPAIRED & REPAINTED. REPAIR AND/OR REPLACE ANY WOOD OR METAL FRAMING AS REQUIRED.
4. REPLACE THE MISSING DRAINAGE GRATING.
5. EXISTING BUILDING CORBELS TO BE INSPECTED, REPAIRED AND PAINTED PER EXISTING COLORS.
6. INSPECT ALL WALLS AND PATCH/REPAIR ALL HOLES AS REQUIRED.
7. PAINT EXISTING METAL ROOF ACCENT PIECE AT MIDDLE PORTION OF BUILDING.
8. REPAINT ENTIRE BUILDING INCLUDING ROLL UP DOORS.

SITE PLAN SYMBOLS

(EX) EXISTING



2. EAST ELEVATION (FACING NEIGHBORING SELF SERVE CAR WASH)

ROUTE 66 CAR WASH  
2110 HUNTINGTON DRIVE  
DUARTE, CA 91010  
(CHANGE OF OWNERSHIP)

REVISIONS

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EXISTING ELEVATIONS  
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A3



## RESOLUTION PC 23-05

### **A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE APPROVING CONDITIONAL USE PERMIT 23-01 FOR A CARWASH AND OIL CHANGE BUSINESS LOCATED AT 2110 HUNTINGTON DRIVE**

**WHEREAS**, the Planning and Economic Development Commission (Planning Commission) been assigned, by the Duarte City Council, the duties and functions of a planning agency under State law and other duties as directed by the City Council; and

**WHEREAS**, the applicant is requesting approval of a Conditional Use Permit to operate a carwash and oil change business at 2110 Huntington Drive; and

**WHEREAS**, the carwash with accessory oil change use are permitted with a Conditional Use Permit within the General Commercial (CG) zone pursuant to Duarte Development Code Section 19.12.020.B; and

**WHEREAS**, Conditional Use Permit 23-01 is associated with Site Plan and Design Review 23-13, which together comprise the proposed project being considered by the Planning Commission; and

**WHEREAS**, notice of a public hearing on the Conditional Use Permit 23-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

**WHEREAS**, the Planning Commission has considered the analysis and recommendation provided in the staff report for Conditional Use Permit application 23-01 and all of the information, evidence and public testimony received at the public meeting held on April 17, 2023 at 7:00 p.m. in the City Council Chambers Conference Room;

**NOW THEREFORE**, the Planning Commission of the City of Duarte resolves as follows:

#### **SECTION 1. RECITALS**

All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

#### **SECTION 2. FINDINGS**

The Planning Commission finds and determines as follows, findings for Conditional Use Permits, as set forth in DDC Section 19.114.050(B), as:

1. The proposed use is consistent with the General Plan;

*The carwash and oil change uses are compatible with Land Use Goal 1 which seeks to maintain a balance of residential, commercial and industrial development. Also, Land Use Policy 2.1.2 states that permitted uses along Huntington Drive should reflect the current economic market conditions and the proposed improvements included with this project are in line with that policy.*

2. The proposed use is allowed within the subject zone and complies with all other applicable



provisions of this Development Code and the Municipal Code;

*The carwash use is permitted with the General Commercial (CG) zone with the approval of a Conditional Use Permit. Vehicle oil change service is permitted by right within this zone, but is subject to a Conditional Use Permit since it is accessory to a use that requires a conditional use permit.*

3. The design, location, size and operating characteristics of the proposed use are compatible with the allowed uses in the vicinity;

*The proposed improvements to the existing building, accessory buildings, hardscape, and landscape will bring this property up the high standard of design expected for properties in the vicinity. Potentially negative operational characteristics that may affect surrounding properties have been addressed through a thorough set of conditions of approval related to the proposed business hours, noise, amongst others.*

4. Operation of the use at the location proposed would not be detrimental to the harmonious and orderly growth of the City, or endanger, jeopardize, or otherwise constitute a hazard to the public convenience, health, interest, safety, or general welfare of persons residing or working in the neighborhood of the proposed use;

*The proposed improvements to the carwash have been prepared intentionally to avoid creating new impacts and to remove existing impacts to the public health and welfare. The façade defects that currently exist on the building and accessory structure are required to be addressed via replacement or repair. The gate to the alley is required to remain closed except for emergency access and trash service. The existing landscape is substandard, but with this proposal will be planted with drought tolerant landscaping in accordance with City standards. The hours of operation have been limited, which benefits residential uses in the vicinity.*

5. The subject site is:
  - a. Physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle (e.g. fire and medical) access and public services and utilities; and
  - b. Served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate.

*The site is already developed with carwash and oil change building, so there will be no change or expansion of use that would create a new impact. The property is accessible from Huntington Drive and an alley at the rear of the lot. Onsite circulation will be improved from its current state and will be suitable for the proposed use.*

### **SECTION 3. CEQA DETERMINATION**

In recommending adoption of this PC Resolution 23-05 for the proposed use, the Planning Commission finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because the project is categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Section 15301.

### **SECTION 4. RECOMMENDATION**



The Planning Commission approves PC Resolution 23-05 based on the findings listed in Section 2, and the conditions listed in "Exhibit B-1", for the carwash and oil change business at 2110 Huntington Drive.

**APPROVED, AND ADOPTED** by the Planning Commission of the City of Duarte at a regular meeting held on the 17th day of April, 2023.

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Tina Heany, Vice-Chairperson  
City of Duarte Planning Commission

ATTEST:

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Craig Hensley, Community Development Director

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES                      } ss.  
CITY OF DUARTE

I, Craig Hensley, Community Development Director of the City of Duarte, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Duarte held on April 17, 2023 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Craig Hensley, Community Development Director



**EXHIBIT B-1**  
Conditions of Approval  
Conditional Use Permit (23-01) and Site Plan and Design Review (SPDR) 23-13  
2110 Huntington Drive (Carwash and Oil Change)

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1. This approval is for the operation of a carwash and oil change, an exterior remodel, and property improvements at 2110 Huntington Drive, as depicted on the approved plans on file with the Planning Division.
2. Site Plan and Design Review 23-13 is contingent upon the approval of Conditional Use Permit 23-01.
3. The canopy area at the rear of the lot shall be roofed with durable materials that complement the architectural design of the primary building, subject to the approval of the Planning Division.
4. The vacuum trellis shall be inspected by a licensed engineer and the engineer shall prepare a report regarding the structural soundness of the structure and make recommendations for repairs if necessary, in addition to any cosmetic improvements required to be made, as determined by the Planning Division. If the structure is determined to be sound, then the recommended repairs shall be done by a licensed contractor. If the engineer's report determines that the structure is unsound, then it shall be removed and replaced, as approved by the Planning Division.
5. The existing trash enclosure shall be replaced with a new one that meets current standards and solid waste requirements provided by the City's franchise waste hauler, Burrtec. The design of the enclosure requires review and written consent from Burrtec, and final approval from the Planning Division prior to the business license issuance.
6. The existing trellis and roofing materials at the customer waiting area patio shall be replaced with durable materials as determined by the Planning Division.
7. The existing corbels on the carwash and oil change building shall be repaired and/or replaced where necessary as determined but he Community Development Department Director.
8. The entire carwash and oil change building shall be repainted, including but not limited to the walls, roll up doors, and roof screens. Existing holes in the walls shall be patched in preparation for the painting of the building.
9. An exterior lighting plan shall be provided to the City of Duarte for review prior to Building and Safety plan check and shall include cut-section drawings, fixture details, and any additional information as needed for all proposed exterior lighting. The surface parking lots shall include adequate lighting to ensure the safety and security of vehicles and pedestrians, while also recognizing proximity concerns related to abutting and adjacent areas. Lighting shall be designed to be prevent direct glare or reflections onto adjacent properties and rights-of-way. Any new exterior lighting shall be in compliance with Chapter 19.50.070 of the Duarte Development Code.
10. A wall, fence, and gate plan shall be submitted and approved by the Planning Division prior to permit issuance. Said plan shall analyze the entire property and identify and propose



repairs, refurbishment, and/or replacement. All site walls, fencing, and gates must be repainted.

11. The elevations and roof materials of the entire building and accessory buildings shall be reviewed and approved by the Planning Division prior to permit issuance. Final review shall include approval of the rich and diverse color palette, placement of colors, and all finished building materials, including but not limited to the type, color, texture, and/or placement. All finished building materials incorporated into the building design shall be of high quality and high durability, and shall take into consideration locations that may be more vulnerable to damage or potential maintenance concerns. Final building design, colors and materials shall be in substantial compliance with the conceptual plans, and color and material palette approved by the Planning Commission.
12. The parking lot shall be repaired and re-stripped prior to final approval.
13. Hardscape areas that have been painted to demarcate specific areas on the property shall be repainted. A hardscape plan that shows this painting as well as the parking lot striping required by condition number 12 shall be submitted to the Planning Division prior to business license issuance and is subject to the approval of the Planning Division.
14. The property shall be completely relandscaped with drought tolerant landscaping. The landscape plan shall be prepared by a licensed landscape architect. All landscaping and irrigation shall comply with Chapter 19.40 (Landscaping) of the Duarte Development Code, including but not limited to being permanently landscaped and irrigated with a variety of drought-tolerant plants, shrubs, and ground cover, and compliance with maintenance and fuel modification requirements. Separate review fees may apply. Prior to the issuance of a Certificate of Occupancy, landscaping and irrigation shall be installed and functional. Landscaping shall be continuously maintained and permanently irrigated.
15. Remove existing trees from the driveway and patch the holes in the pavement with concrete to match adjacent paving materials.
16. The existing posts and cable and flagpoles at or near the driveway entry shall be removed and damage to the hardscape/landscape resulting from the pole removal shall be repaired to the satisfaction of the Community Development Director.
17. The improvements to the property required by conditions of approval numbers 3 through 16 shall be completed to the satisfaction of the Community Development Department Director prior to the issuance of a business license, or as otherwise dictated by the individual condition of approval.
18. The existing monument sign shall be removed. If a new monument sign is desired, it must be incorporated into the required sign program and approved by the City's Architectural Review Board.
19. A comprehensive sign program shall be prepared and approved by the City's Architectural Review Board prior to business opening. Such a program shall incorporate all types of signage proposed to be integrated into business operations. Separate processing and review fees shall apply.
20. There shall be no outside storage associated with this use, including, but limited to used oil receptacles.



21. Business operations shall not operate outside the hours of 8:00 AM and 8:00 PM.
22. The rear access gate shall remain closed except for trash service and emergency egress.
23. The business shall comply with the City Noise Regulations outlined in Chapter 9.68 of the Duarte Municipal Code and not be detrimental to the operations of adjoining businesses.
24. In the event of substantiated noise issues, the Community Development Director may require the applicant to pay for the preparation of a noise study, prepared by a professional noise or acoustics consultant of the City's selection. Adherence to the study's recommendations will be required of the applicant. Failure to promptly comply with this requirement will result in a modification/revocation hearing before the Planning Commission.
25. Any modification and/or replacement of car wash and/or vacuum equipment shall be analyzed for noise impacts and be approved by the Community Development Department prior to installation.
26. The property owner and/or applicant shall comply with the City's Construction Diversion Program. Prior to the issuance of any permits, the applicant shall submit a Construction Diversion form and required security deposit. Contact the Planning Division for more information.
27. The project shall comply with all the regulations of Chapter 19.12 (Commercial Zones) of the Duarte Development Code, including the intent and purpose, permitted uses, development standards, and any other applicable sections.
28. Mechanical equipment and related ducts, vents and other apparatus, including HVAC, shall be screened from public view and must be located inside the structure, attic, or ground mounted. Vents, pipes, caps, hoods, and other roof penetrations that must be installed on the roof shall be painted or finished to match the roof color. Ground mounted equipment shall be shielded from public view by landscaping and/or screen walls, subject to approval from the Planning Division.
29. All utilities for direct service to the project shall be installed underground and appurtenant utility facilities (e.g. meters, transformers, etc.) concealed from view of the public right-of-way.
30. Any revisions to the site plan, elevations, colors, and materials in addition to those listed as conditions of approval, shall be reviewed and approved by the Planning Division prior to installation; such changes may require review and approval from the Planning Commission.
31. Plans and all required plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits. Construction drawings, including the site plan, elevations, and colors shall be consistent and in substantial compliance with the conceptual approval and any required conditions of the Planning Commission.
32. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant, and all agents thereof.



33. Prior to issuing permits, any required school fees shall be paid directly to Duarte Unified School District. Contact Duarte Unified School District for more information.
34. Building permits for this project must be issued within one-year from the date of approval from the Planning Commission or the application and approval shall expire.
35. The owner and contractors shall comply with applicable City noise ordinances. Construction activities, deliveries and haul-off will only be permitted from 7:00 a.m. to 7:00 p.m., Monday through Saturday, excluding Federal holidays. No construction related idling of engines or other disturbances shall occur outside of noted work hours.
36. A final inspection shall be made by the Planning Division prior to final of any building permits to ensure that all conditions have been met.
37. The decision of the Planning Commission may be appealed to the City Council within 15 days from the date of the approval letter. Said appeal must be in writing and filed with the City Clerk's office (DMC 19.144) and include all associated fees. The written appeal shall include reasons for the appeal.
38. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.



# **EXHIBIT C**



## RESOLUTION PC 23-06

### **A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE APPROVING SITE PLAN AND DESIGN REVIEW 23-13 FOR AN EXTERIOR REMODEL AND SITE IMPROVEMENTS ASSOCIATED WITH A CARWASH AND OIL CHANGE BUSINESS LOCATED AT 2110 HUNTINGTON DRIVE**

**WHEREAS**, the Planning and Economic Development Commission (Planning Commission) been assigned, by the Duarte City Council, the duties and functions of a planning agency under State law and other duties as directed by the City Council; and

**WHEREAS**, the applicant is requesting approval of a Site Plan and Design Review (SPDR) application for the exterior remodel of the existing building and site improvements in connection with the operation of a carwash and oil change business at 2110 Huntington Drive; and

**WHEREAS**, the carwash with accessory oil change use are permitted with a Conditional Use Permit within the General Commercial (CG) zone pursuant to Duarte Development Code Section 19.12.020.B; and

**WHEREAS**, Site Plan and Design Review 23-13 is associated with Conditional Use Permit 23-01, which together comprise the proposed project being considered by the Planning Commission; and

**WHEREAS**, notice of a public hearing on the Conditional Use Permit 23-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

**WHEREAS**, the Planning Commission has considered the analysis and recommendation provided in the staff report for Site Plan and Design Review 23-13 and all of the information, evidence and public testimony received at the public meeting held on April 17, 2023 at 7:00 p.m. in the City Council Chambers Conference Room;

**NOW THEREFORE**, the Planning Commission of the City of Duarte resolves as follows:

#### **SECTION 1. RECITALS**

All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

#### **SECTION 2. FINDINGS**

The Planning Commission finds and determines as follows, findings for Conditional Use Permits, as set forth in DDC Section 19.122.050(E), as:

1. Consistent with the General Plan and is in compliance with all applicable provisions of this Development Code and all other City ordinances and regulations;

*The carwash and oil change use are compatible with Land Use Goal 1 which seeks to maintain a balance of residential, commercial and industrial development. Also, Land Use Policy 2.1.2 states that permitted uses along Huntington Drive should reflect the current economic market*



*conditions and the proposed improvements included with this project are in line with that policy.*

2. To be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development;

*The carwash and oil change use is permitted with the General Commercial (CG) zone with the approval of a conditional use permit. The property, with its shape, size, and topography, is appropriate for these two uses. No expansions to the existing buildings or previous uses are proposed which could create a new adverse impact within and around the property. The use at this location had been in operation for two decades with little adverse impact to the neighborhood.*

3. In compliance with the applicable criteria specified in Subsection [19.122.040](#) D. (Application Filing, Processing, and Review), above, and the site is suitable for the proposed development;

- a. Compatibility. *The carwash with accessory vehicle oil change service and current buildings on-site were initially approved by CUP 00-03 in 2000. Although the use requires a new approval, the business will function similarly to the previously approved business. Conditions have been added to address deferred maintenance, previous architectural and site modifications done without City approval, and other aesthetic impacts will ensure compatibility with City design standards and be harmonious to adjacent structures.*

- b. Architectural Design and Detail. *The proposal is to upgrade the carwash building, accessory buildings, hardscape, and landscape on the property. In all these categories, improvements are needed, and the proposed upgrades will raise the aesthetic quality of the site to the high standard that is expected for new and remodeled buildings. The improvements proposed for the carwash building will include replacement of corbels with wood rot, replacement of all trellis materials at the customer patio, potential replacement and/or restoration of the vacuum area trellis, new signage (including the monument sign), repainting of the whole building inclusive of the rooftop screening, and restoration of site walls, fences, and gates.*

- c. Landscape, Lighting, Parking, Signs, and Other Design Details.

- Equipment and Utilities. *No alteration of the equipment or utilities are needed or proposed.*
- Fences/Walls. *The existing perimeter walls, fences and gates will remain but are required to be refurbished, repaired, and/or repainted.*
- Landscaping. *All new landscaping is proposed for the property. A condition of approval has been included that requires that a professional landscape plan be prepared by a landscape architect and that plan must be approved by the Community Development Director prior to permit issuance.*
- Lighting. *No lighting is proposed for this project. The existing site lighting is deteriorated or missing in several locations, and has been conditioned to be analyzed and removed and replaced pursuant to a deferred lighting plan review.*
- Parking. *Eight parking spaces will be provided, which is equal to the number of employees proposed. Furthermore, an area that accommodates up to three*



*vehicles has been designated as a car drying area to further reduce impacts to parking.*

4. Designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property

*The design of the building and site is specifically for a carwash with accessory vehicle oil change service, which is consistent with how the site has been used for over 20 years. The carwash building and accessory buildings will be upgraded to meet current aesthetic standards. The hardscape and landscape will be upgraded to the standard held for a new business.*

### **SECTION 3. CEQA DETERMINATION**

In recommending adoption of this PC Resolution 23-06 for the proposed use, the Planning Commission finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because the project is categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Section 15301.

### **SECTION 4. RECOMMENDATION**

The Planning Commission approves PC Resolution 23-06 based on the findings listed in Section 2, and the conditions listed in "Exhibit C-1", for the exterior remodel of the existing building and site improvements in connection with the operation of a carwash and oil change business at 2110 Huntington Drive.

**APPROVED, AND ADOPTED** by the Planning Commission of the City of Duarte at a regular meeting held on the 17th day of April, 2023.

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Tina Heany, Vice-Chairperson  
City of Duarte Planning Commission

ATTEST:

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Craig Hensley, Community Development Director

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES                      } ss.  
CITY OF DUARTE



I, Craig Hensley, Community Development Director of the City of Duarte, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning and Economic Development Commission of the City of Duarte held on April 17, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Craig Hensley, Community Development Director



**EXHIBIT C-1**  
Conditions of Approval  
Conditional Use Permit (23-01) and Site Plan and Design Review (SPDR) 23-13  
2110 Huntington Drive (Carwash and Oil Change)

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1. This approval is for the operation of a carwash and oil change, an exterior remodel, and property improvements at 2110 Huntington Drive, as depicted on the approved plans on file with the Planning Division.
2. Site Plan and Design Review 23-13 is contingent upon the approval of Conditional Use Permit 23-01.
3. The canopy area at the rear of the lot shall be roofed with durable materials that complement the architectural design of the primary building, subject to the approval of the Planning Division.
4. The vacuum trellis shall be inspected by a licensed engineer and the engineer shall prepare a report regarding the structural soundness of the structure and make recommendations for repairs if necessary, in addition to any cosmetic improvements required to be made, as determined by the Planning Division. If the structure is determined to be sound, then the recommended repairs shall be done by a licensed contractor. If the engineer's report determines that the structure is unsound, then it shall be removed and replaced, as approved by the Planning Division.
5. The existing trash enclosure shall be replaced with a new one that meets current standards and solid waste requirements provided by the City's franchise waste hauler, Burrtec. The design of the enclosure requires review and written consent from Burrtec, and final approval from the Planning Division prior to the business license issuance.
6. The existing trellis and roofing materials at the customer waiting area patio shall be replaced with durable materials as determined by the Planning Division.
7. The existing corbels on the carwash and oil change building shall be repaired and/or replaced where necessary as determined but he Community Development Department Director.
8. The entire carwash and oil change building shall be repainted, including but not limited to the walls, roll up doors, and roof screens. Existing holes in the walls shall be patched in preparation for the painting of the building.
9. An exterior lighting plan shall be provided to the City of Duarte for review prior to Building and Safety plan check and shall include cut-section drawings, fixture details, and any additional information as needed for all proposed exterior lighting. The surface parking lots shall include adequate lighting to ensure the safety and security of vehicles and pedestrians, while also recognizing proximity concerns related to abutting and adjacent areas. Lighting shall be designed to be prevent direct glare or reflections onto adjacent properties and rights-of-way. Any new exterior lighting shall be in compliance with Chapter 19.50.070 of the Duarte Development Code.
10. A wall, fence, and gate plan shall be submitted and approved by the Planning Division prior to permit issuance. Said plan shall analyze the entire property and identify and propose



repairs, refurbishment, and/or replacement. All site walls, fencing, and gates must be repainted.

11. The elevations and roof materials of the entire building and accessory buildings shall be reviewed and approved by the Planning Division prior to permit issuance. Final review shall include approval of the rich and diverse color palette, placement of colors, and all finished building materials, including but not limited to the type, color, texture, and/or placement. All finished building materials incorporated into the building design shall be of high quality and high durability, and shall take into consideration locations that may be more vulnerable to damage or potential maintenance concerns. Final building design, colors and materials shall be in substantial compliance with the conceptual plans, and color and material palette approved by the Planning Commission.
12. The parking lot shall be repaired and re-stripped prior to final approval.
13. Hardscape areas that have been painted to demarcate specific areas on the property shall be repainted. A hardscape plan that shows this painting as well as the parking lot striping required by condition number 12 shall be submitted to the Planning Division prior to business license issuance and is subject to the approval of the Planning Division.
14. The property shall be completely relandscaped with drought tolerant landscaping. The landscape plan shall be prepared by a licensed landscape architect. All landscaping and irrigation shall comply with Chapter 19.40 (Landscaping) of the Duarte Development Code, including but not limited to being permanently landscaped and irrigated with a variety of drought-tolerant plants, shrubs, and ground cover, and compliance with maintenance and fuel modification requirements. Separate review fees may apply. Prior to the issuance of a Certificate of Occupancy, landscaping and irrigation shall be installed and functional. Landscaping shall be continuously maintained and permanently irrigated.
15. Remove existing trees from the driveway and patch the holes in the pavement with concrete to match adjacent paving materials.
16. The existing posts and cable and flagpoles at or near the driveway entry shall be removed and damage to the hardscape/landscape resulting from the pole removal shall be repaired to the satisfaction of the Community Development Director.
17. The improvements to the property required by conditions of approval numbers 3 through 16 shall be completed to the satisfaction of the Community Development Department Director prior to the issuance of a business license, or as otherwise dictated by the individual condition of approval.
18. The existing monument sign shall be removed. If a new monument sign is desired, it must be incorporated into the required sign program and approved by the City's Architectural Review Board.
19. A comprehensive sign program shall be prepared and approved by the City's Architectural Review Board prior to business opening. Such a program shall incorporate all types of signage proposed to be integrated into business operations. Separate processing and review fees shall apply.
20. There shall be no outside storage associated with this use, including, but limited to used oil receptacles.



21. Business operations shall not operate outside the hours of 8:00 AM and 8:00 PM.
22. The rear access gate shall remain closed except for trash service and emergency egress.
23. The business shall comply with the City Noise Regulations outlined in Chapter 9.68 of the Duarte Municipal Code and not be detrimental to the operations of adjoining businesses.
24. In the event of substantiated noise issues, the Community Development Director may require the applicant to pay for the preparation of a noise study, prepared by a professional noise or acoustics consultant of the City's selection. Adherence to the study's recommendations will be required of the applicant. Failure to promptly comply with this requirement will result in a modification/revocation hearing before the Planning Commission.
25. Any modification and/or replacement of car wash and/or vacuum equipment shall be analyzed for noise impacts and be approved by the Community Development Department prior to installation.
26. The property owner and/or applicant shall comply with the City's Construction Diversion Program. Prior to the issuance of any permits, the applicant shall submit a Construction Diversion form and required security deposit. Contact the Planning Division for more information.
27. The project shall comply with all the regulations of Chapter 19.12 (Commercial Zones) of the Duarte Development Code, including the intent and purpose, permitted uses, development standards, and any other applicable sections.
28. Mechanical equipment and related ducts, vents and other apparatus, including HVAC, shall be screened from public view and must be located inside the structure, attic, or ground mounted. Vents, pipes, caps, hoods, and other roof penetrations that must be installed on the roof shall be painted or finished to match the roof color. Ground mounted equipment shall be shielded from public view by landscaping and/or screen walls, subject to approval from the Planning Division.
29. All utilities for direct service to the project shall be installed underground and appurtenant utility facilities (e.g. meters, transformers, etc.) concealed from view of the public right-of-way.
30. Any revisions to the site plan, elevations, colors, and materials in addition to those listed as conditions of approval, shall be reviewed and approved by the Planning Division prior to installation; such changes may require review and approval from the Planning Commission.
31. Plans and all required plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits. Construction drawings, including the site plan, elevations, and colors shall be consistent and in substantial compliance with the conceptual approval and any required conditions of the Planning Commission.
32. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant, and all agents thereof.



33. Prior to issuing permits, any required school fees shall be paid directly to Duarte Unified School District. Contact Duarte Unified School District for more information.
34. Building permits for this project must be issued within one-year from the date of approval from the Planning Commission or the application and approval shall expire.
35. The owner and contractors shall comply with applicable City noise ordinances. Construction activities, deliveries and haul-off will only be permitted from 7:00 a.m. to 7:00 p.m., Monday through Saturday, excluding Federal holidays. No construction related idling of engines or other disturbances shall occur outside of noted work hours.
36. A final inspection shall be made by the Planning Division prior to final of any building permits to ensure that all conditions have been met.
37. The decision of the Planning Commission may be appealed to the City Council within 15 days from the date of the approval letter. Said appeal must be in writing and filed with the City Clerk's office (DMC 19.144) and include all associated fees. The written appeal shall include reasons for the appeal.
38. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.



# **EXHIBIT D**





View from Huntington Drive

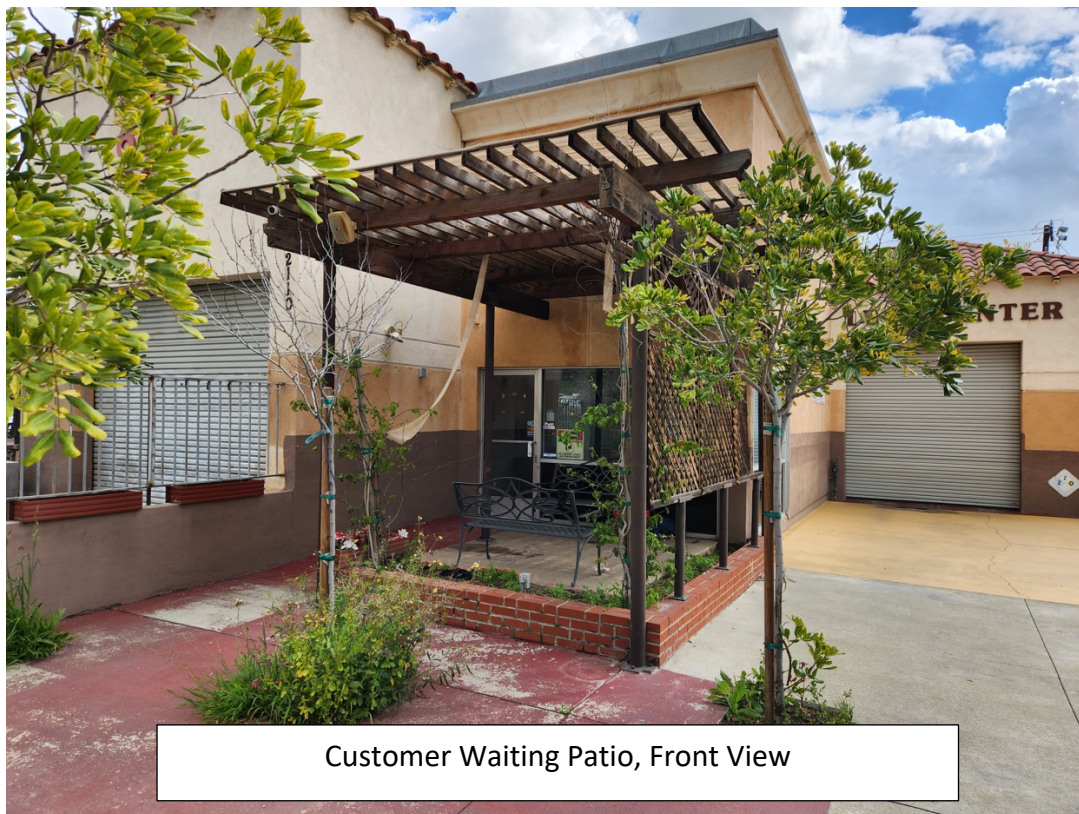


Carwash Tunnel, Front Side



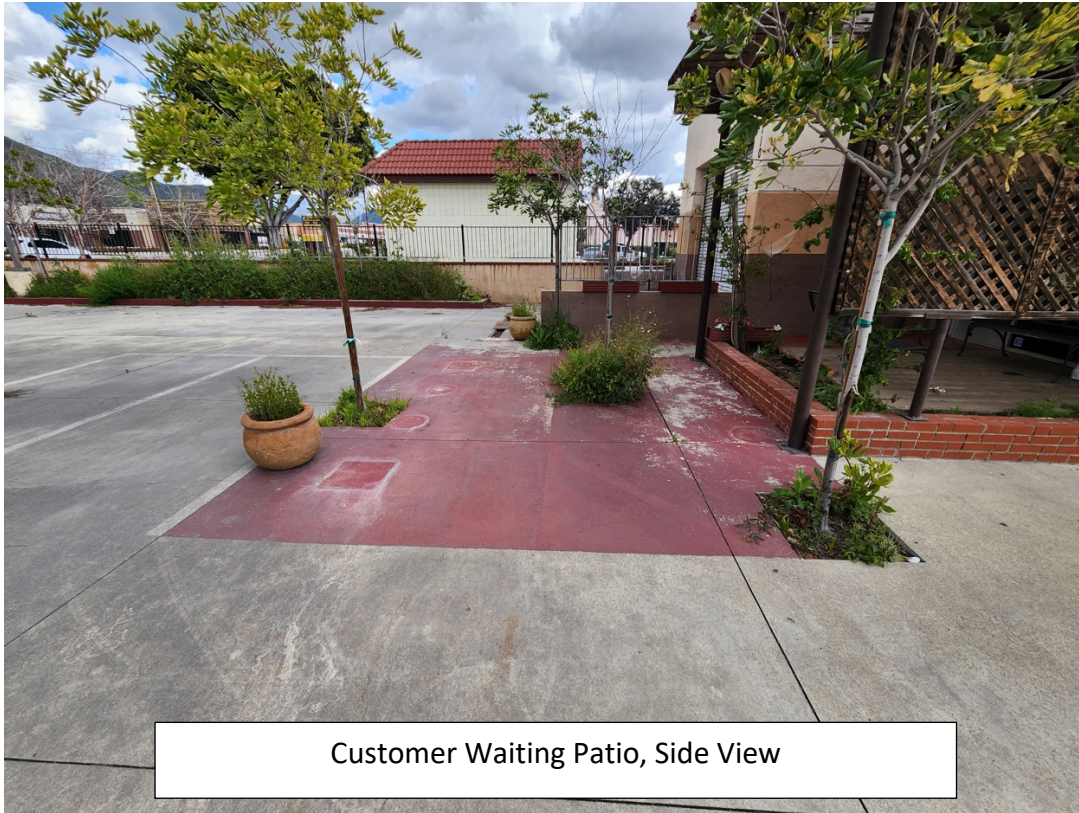


Carwash Tunnel, Front Side

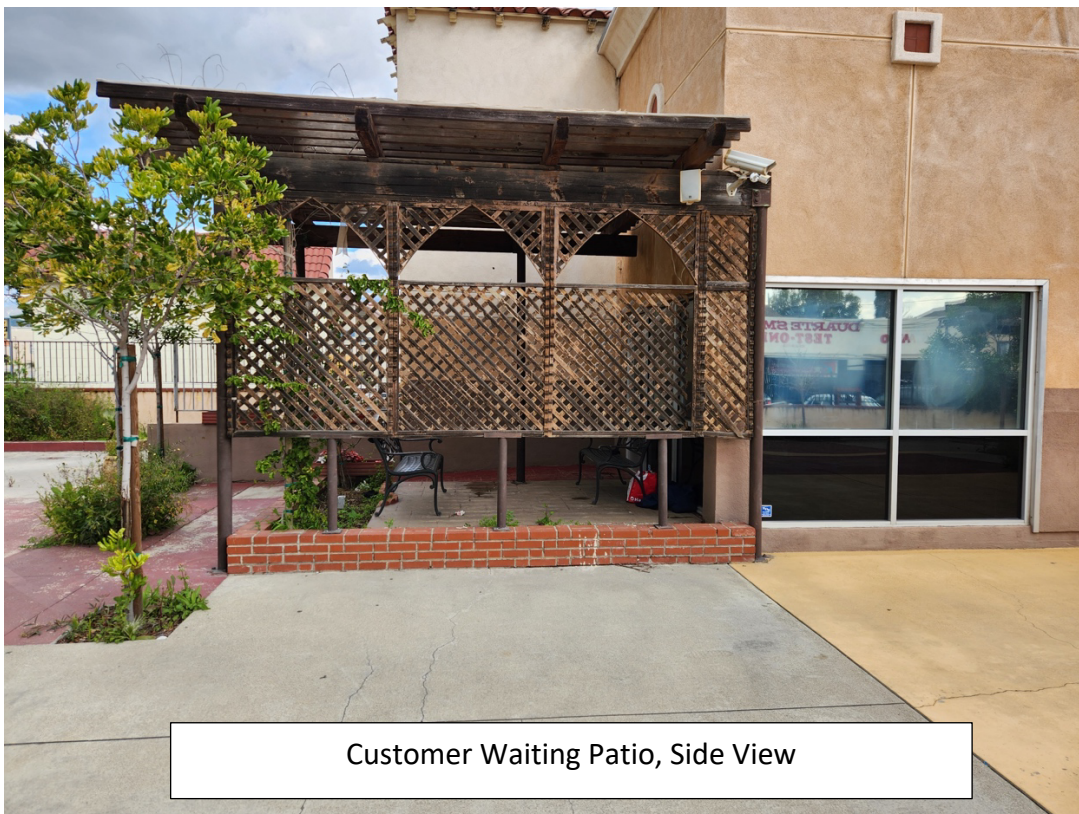


Customer Waiting Patio, Front View



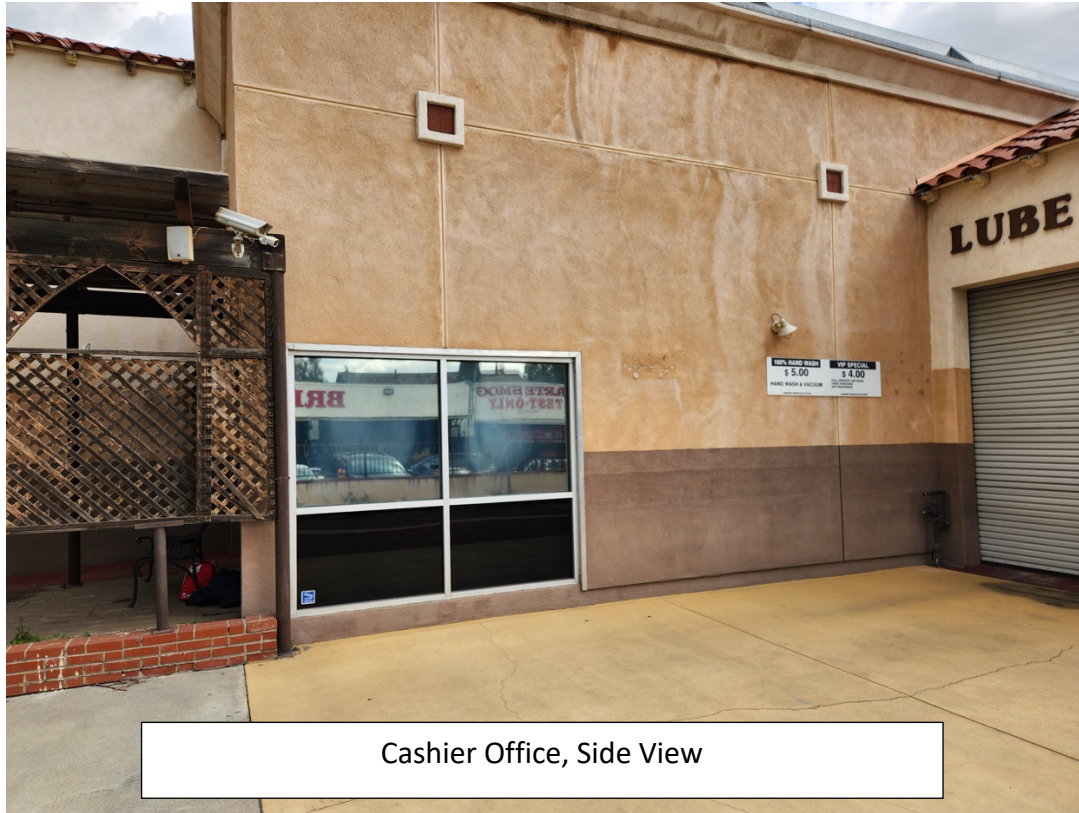


Customer Waiting Patio, Side View



Customer Waiting Patio, Side View



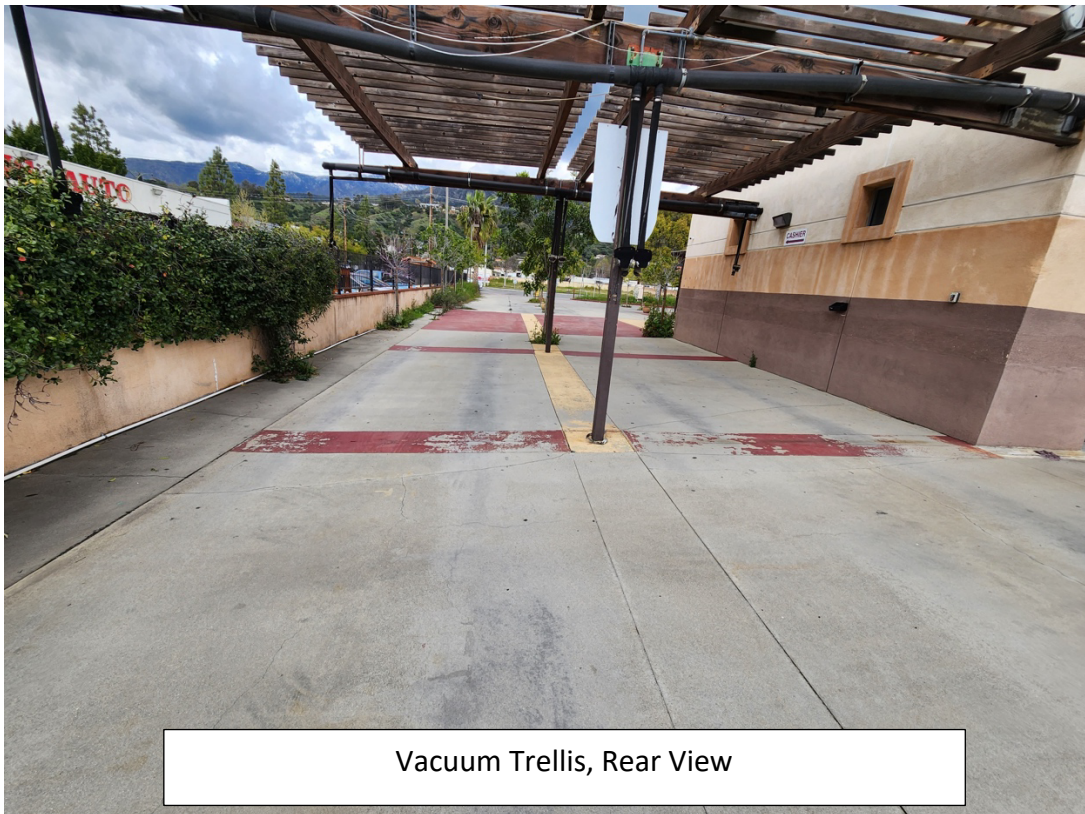


Cashier Office, Side View

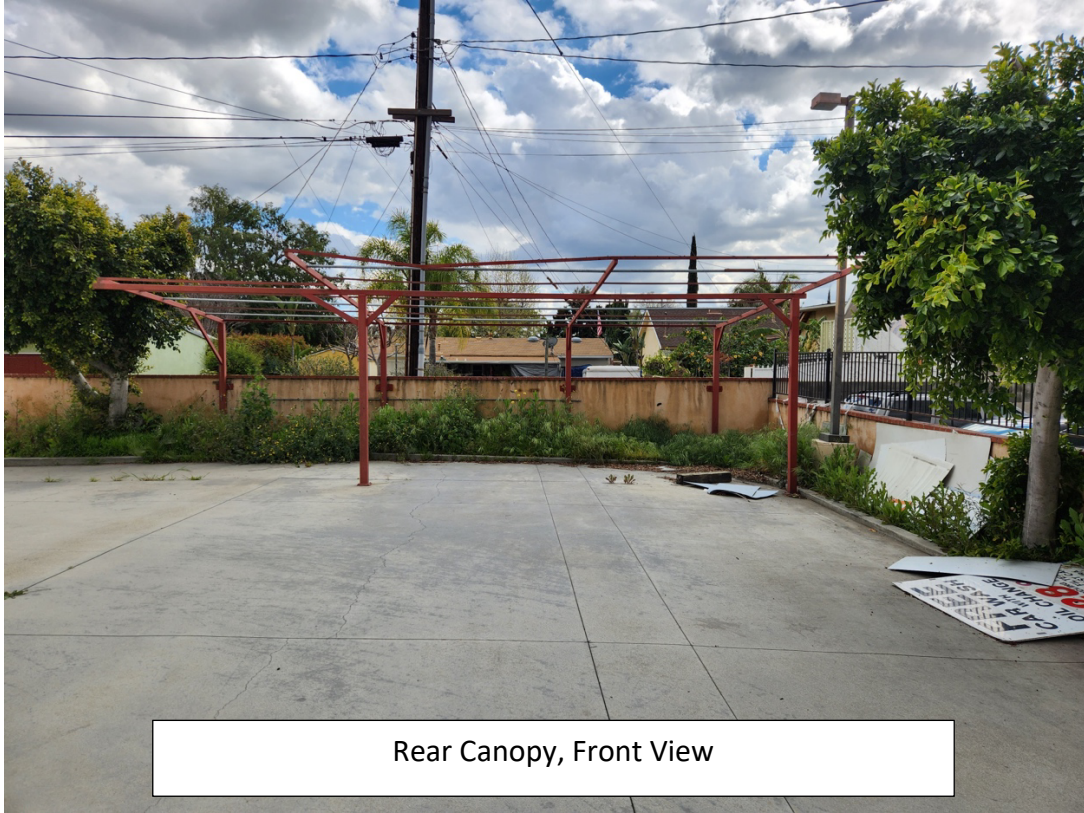


Lube Center, Front View









Rear Canopy, Front View

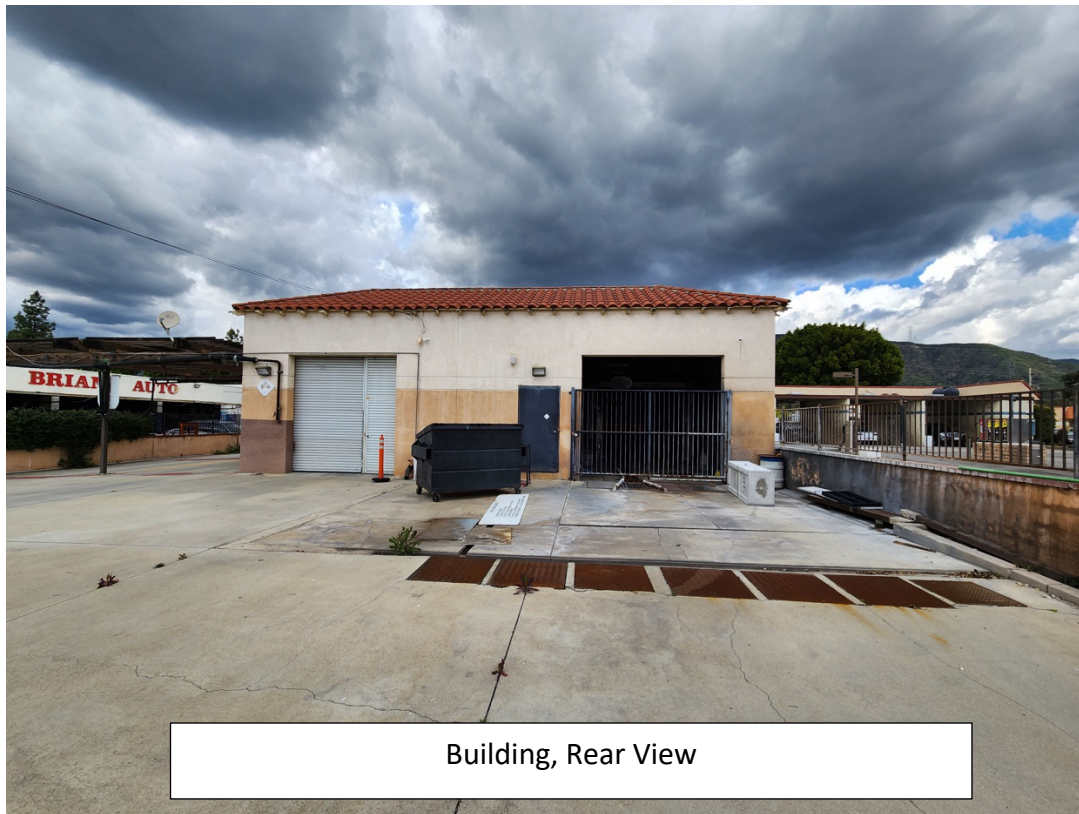


Building Rear, Side View





Wall and Fence by Rear Carwash Tunnel



Building, Rear View





Building, Side View from the East



Trash Enclosure, View from Alley





Rear Gate, View from Alley



Monument Sign



# **RESOLUTION PC**

## **23-07**





# PLANNING COMMISSION STAFF REPORT

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**Date:** April 17, 2023

**Subject:** Finding that the City's acquisition of various properties in conjunction with the construction of the Melcanyon Debris Basin conforms with the City's General Plan

**Location:** Near the corner of Melcanyon Road and Brookridge Road

**Applicant:** City of Duarte

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## **BACKGROUND**

In 2016, the Fish Fire burned a significant portion of the hillside area north of Brookridge Road at Melcanyon Road. Not long after that, there were heavy rains and Melcanyon Road and other nearby areas experienced significant mudflow. The City had prepared as best it could for that mudflow by installing Krail throughout the area to protect properties but this was only a temporary solution. Last year, a smaller fire impacted the area and Krails have gone back up.

Based on the mudflow disaster created by the Fish Fire, the City applied for a Federal Emergency Management Agency (FEMA) grant to construct a debris basin on the property north of Brookridge Road at Melcanyon Road. The FEMA process moved very slowly, but the result was that the City received a grant to cover a portion of the cost of construction.

## **ANALYSIS**

The City is now considering acquisition of a portion of each of the two properties to accommodate a new debris basin. Property 1 is a 34.28 acre property that is directly north of Brookridge Road. Melcanyon Road dead ends into this property. The majority of the debris basin will be on this property. To build the debris basin, the City will need to acquire a minimum of 4.412 acres from this property. Property 2 is a smaller property that is located west of Melcanyon Road, nestled up against the hill. This property is a .84 acre property and



the City will need to acquire a minimum of .362 acres of this property for necessary access to the debris basin. The map below shows the general location of these properties.

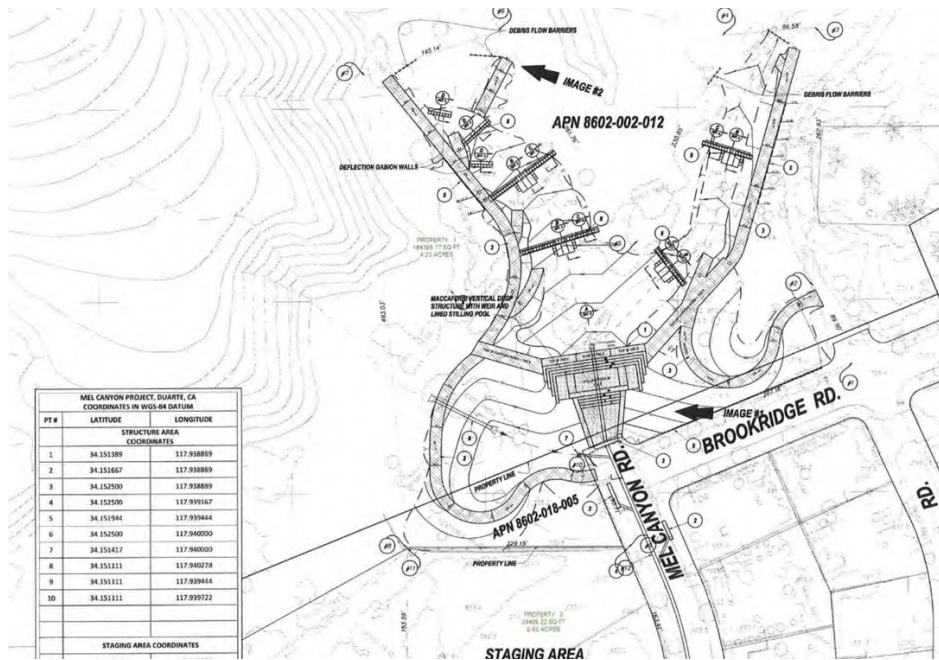


The Duarte General Plan designates both properties as Very Low Density Residential (VLDR). They are both zoned R-1B. The VLDR designation allows a max density of 3.5 units per acre but has an anticipated density of 2.5 units per acre. This information is what is necessary to make the General Plan conformity finding. To add a bit of additional information about these properties: residential development on these properties, especially the larger of the two would be extremely difficult considering issue such as property slope, the need to fully address drainage issues, restrictions of the very high fire zone and similar constraints.

Government Code Section 65402, requires that prior to the approval of these acquisitions by the City Council, the Planning Commission determine whether the proposed acquisitions are consistent with the City's General Plan. The City Council considers this information when deciding whether to acquire the properties.

The proposed acquisitions are consistent with and conform to the City's General Plan because debris structures such as the one that will be built are typical in hillside areas to protect residential development. The debris structure is similar to any other storm water facility and is important in ensuring the safety of those living in residential areas.





This City is currently preparing a Mitigated Negative Declaration that will meet requirements of the California Environmental Quality Act. This item will be brought to the Planning Commission at a future meeting.

## **RECOMMENDATION**

Staff recommends that the Planning Commission adopt PC Resolution 23-07 finding that the City's acquisition of various properties in conjunction with the construction of the Melcanyon Debris Basin conforms with the City's General Plan.

Respectfully Submitted,

Craig Hensley, AICP  
Community Development Director

## **Attachments**

Resolution 23-07



## RESOLUTION PC 23-07

### A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE FINDING THAT THE CITY'S PROPOSED ACQUISITION OF VARIOUS PROPERTIES IN CONJUNCTION WITH THE MELCANYON DEBRIS BASIN CONFORMS WITH THE CITY'S GENERAL PLAN

**WHEREAS**, the Planning and Economic Development Commission (Planning Commission) has been assigned, by the Duarte City Council, the duties and functions of a planning agency under State law and other duties as directed by the City Council; and

**WHEREAS**, California Government Code Section 65402 requires that a local agency's planning agency review and report upon whether a proposed acquisition of real property is consistent with the jurisdiction's adopted General Plan; and

**WHEREAS**, the City of Duarte ("City") is considering acquiring certain properties for the purpose of constructing a debris basin north of Brookridge Road at Melcanyon Road to address debris flow from drainage areas to the north of the Melcanyon Road area; and

**WHEREAS**, the properties that the City is considering acquiring include, but are not limited to, the following:

| APN          | Property Owner                          | Location/Description                                                                              |
|--------------|-----------------------------------------|---------------------------------------------------------------------------------------------------|
| 8602-002-012 | J&Q Land Development Construction, Inc. | North of Brookridge Road at Melcanyon Road/Approximately 4.412 acres of approximately 34.28 acres |
| 8602-018-005 | Mai Thon Ly                             | West of Melcanyon at Brookridge Road/ 0.362 acres of 0.84 acres                                   |

**WHEREAS**, pursuant to Government Code section 65402, prior to the approval of these acquisitions by the City Council, the Planning Commission is required to determine whether the proposed acquisitions are consistent with the City's General Plan, which determination will then be considered by the City Council in deciding whether to acquire the properties; and

**WHEREAS**, the proposed acquisitions are consistent with and conform to the City's General Plan, in that the Project will improve safety; and

**WHEREAS**, prior to project construction, the City is preparing a Mitigated Negative Declaration that will meet requirements of the California Environmental Quality Act.

**NOW THEREFORE**, the Planning Commission of the City of Duarte resolves as follows:

**SECTION 1.** Recitals above are true and correct and incorporated herein by this reference.



**SECTION 2.** The Planning Commission hereby finds and determines that the City's proposed acquisition of any of the above-referenced properties, for purposes of completing the Project, would be consistent with and conform to the adopted General Plan of the City of Duarte.

**APPROVED, AND ADOPTED** by the Planning Commission of the City of Duarte at a regular meeting held on the 17<sup>th</sup> day of April, 2023.

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Tina Heaney, Chairperson  
City of Duarte Planning Commission

ATTEST:

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Craig Hensley, Community Development Director

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES                      } ss.  
CITY OF DUARTE

I, Craig Hensley, Community Development Director of the City of Duarte, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning and Economic Development Commission of the City of Duarte held on April 17, 2023 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Craig Hensley, Community Development Director