



**CITY OF DUARTE
PLANNING COMMISSION
MINUTES
April 17, 2017**

**Planning Commission
Commissioners**
Paula Watson-Gardner, Chair
Sara Vasquez, Vice-Chair
George K. Farra
Sheryl Lefmann
Shauna Pierce

1. CALL TO ORDER AND NOTATION OF ABSENCES

Chairperson Pierce called the meeting to order at 7:02 p.m.

The following were in attendance:

PRESENT: Vasquez, Farra, Lefmann, Pierce
ABSENT: Watson-Gardner
STAFF: Hensley, Hernandez

2. PLEDGE OF ALLEGIANCE

Commissioner Farra led the Pledge of Allegiance.

3. APPROVAL OF MINUTES – February 21, 2017

Commissioner Lefmann moved to approve the minutes as amended to delete wording of “the project” and add “R1 single family residence” in page 6 of 8 in Farra’s comments. Seconded by Commissioner Farra. Motion approved 4-0-1-0. (Vote: Yes: Vasquez, Farra, Lefmann, Pierce; No: None; Absent: Watson-Gardner; Abstain: None).

4. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Vice-Chair Vasquez opened the Oral Communications Item, seeing none item was closed.

5. PUBLIC HEARINGS

Vice-Chair Vasquez opened the Public Hearing Item, seeing none item was closed.

6. ITEMS FROM DIRECTOR

Hensley provided an update on the following projects:

- Ribbon cutting at the Duarte Road pedestrian and bike improvement unveiling, including the completion of pedestrian lighting, landscaping, and Citywide wayfinding signs.
- Demo celebration event for the closure of Sparr Liquor Store. Demolition project to begin in May. City working with the developer to bring a food use establishment.
- City Council unanimously approved the Third Street project and construction to begin in the fall.
- City Council reviewed and continued the item for the alcohol permit request for the 99 Cents Store. Requested Staff to bring back a resolution approving the Conditional Use Permit for the sale of alcohol with restrictive conditions. In addition, Applicant was

advised of the major clean up and upgrades needed in the property before the item is brought back to the Council for consideration.

- A tenant improvement plan was approved for a Verizon store in the space next to Starbucks.
- McDonalds filed an application to rebuild restaurant. Aim to address grading issues to allow safe access to the street.
- Continue to work on a potential mix use project on the previous Burger King lot. City Council approved a purchase sale agreement for the project and currently working with a developer.
- The process of Hotel is continuing, working in design and possible amendment to the Specific Plan.
- Delay to the Master Plan/Specific Plan by the City of Hope, due to strategic changes to address their greenhouse gas requirements.
- Curb number addresses recently painted.
- Out to bid for City Hall's courtyard, part of funding provided by a donation.
- Out to bid for a tenant improvement for Chamber of Commerce that is moving to an office space at Oak and Huntington Drive.
- School District changes to several of their campuses. Upgrades to Royal Oaks School and new traffic signal light, traffic calming measure improvements, and revised parking student drop off with a secondary exit.
- Installation of battery backups for street signal lights throughout the City.

There was a discussion about the vacant property next to Target store and the interested party that inquired on the development of apartments.

Hensley announced the departure of Kristen Johnston, Associate Planner and Rafael Casillas, Public Works Manager.

7. **ITEMS FROM COMMISSIONERS**

Farra commented with an inquiry on the development of more apartments in the City.

Lefmann announced the Taste of Duarte event for May 24th, presale of tickets to be \$40.00 or \$60.00 for a pair and to contact Chamber of Commerce for additional information. She also added that children are welcome and that a new cardboard tray will be provided to carry food and drinks.

Lefmann commented on the deliberation and support provided by City Council when reviewing the CUP for the 99 Cents store in last week council meeting.

Vice-Chair Vasquez inquired if the Route 66 Parade is scheduled for this year. Lefmann confirmed that the parade is back and scheduled for September 23rd along with the City Picnic. Vasquez also thanked the City Council for the support on the review of the 99 Cents store item.

Pierce enjoyed Sparr Liquor Store closure event. Also attended the Northview School closure event and provided information on school changes.

8. ADJOURNMENT

Vice-Chair Vasquez moved, Lefmann seconded to adjourn the meeting at 7:34 p.m. and carried unanimously.

Craig Hensley, Secretary