



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.

Craig Hensley, Secretary