



**CITY OF DUARTE
PLANNING COMMISSION
MINUTES
January 18, 2022**

**Planning Commission
Commissioners**
Sara Vasquez, Chair
Tina Heany, Vice-Chair
Danny Ramirez
Wally Wolff

1. CALL TO ORDER AND NOTATION OF ANY ABSENCES:

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

PRESENT: Vasquez, Heany, Ramirez and Wolff
ABSENT: None
STAFF: Hensley, Golding, Baldwin, McCurley, Hernandez
DEPUTY CITY ATTORNEY: Jeff Melching

2. PLEDGE OF ALLEGIANCE:

None.

3. COMMISSION REORGANIZATION:

The reorganization of the Commission will continue with Chair Vasquez and Vice-Chair Heany, by the consensus of the Board.

4. APPROVAL OF MINUTES: December 20, 2021

Heany motion to approve the December 20, 2021 minutes seconded by Wolff and carried 3-0-1-0. (Yes: Vasquez, Heany, Wolff; No: None; Abstain: Ramirez; Absent: None).

5. ORAL COMMUNICATIONS ITEMS NOT ON THE AGENDA:

None.

6. PUBLIC HEARINGS:

A. Site Plan and Design Review SPDR 2020-33. A new, two-story, 3,234 square foot single-family residence with a 557 square foot garage is proposed at 2528 Gardi Street.

Jason Golding, Planning Manager, presented the project on behalf of Associate Planner Nick Baldwin. Golding presented the staff report and answered questions from the Planning Commission.

Public Comments

Carlos and Christine Guzman, Property Owners of 2528 Gardi Street. Discussed minor setbacks during the construction of the project, thanked staff for the teamwork and support in helping them build their dream home in the City.

Action

Motion made by Heany to approve SPDR 2020-33 (PC Resolution 21-13), seconded by Wolff. Motion carried 4-0-0-0. (Yes: Vasquez, Heany, Ramirez, Wolff; No: None; Abstain: None; Absent: None).

7. PUBLIC HEARINGS:

A. Conditional Use Permit 2021-02. A new massage business at 2163 Huntington Drive.

Craig Hensley Community Development Director requested the continuation of the item to February's meeting.

Public Comments

The Commission opened and closed public comments on this item. There were no comments made.

Action

Vasquez motion to continue CUP 2021-02 (PC Resolution 21-12) to the next meeting on February 22, 2022, seconded by Heany. Motion carried 4-0-0-0. (Yes: Vasquez, Heany, Ramirez, Wolff; No: None; Abstain: None; Absent: None).

B. Municipal Code Amendment 2022-01. A City-initiated request to establish and amend definitions and regulations for Urban Lot Splits and Duplex Developments in Single-Family Residential Zones to implement recently enacted state law.

Jason Golding, Planning Manager presented the staff report and answered questions from the Commission.

Craig Hensley, Community Development Director, commended Golding on the extraordinary job done and presentation of the item and elaborated on the State requirements for all the Cities.

Golding indicated a minor correction under the proposed Ordinance; the Urban Lots Split Provision, subsection E.7B.

Commissioner Comments

Heany asked about the challenges and timeframe on the new State law changes. Assistant City Attorney Melching and Hensley responded.

Wolff commented on the continued trend of State jurisdiction and centralized land use planning.

Vasquez inquired about the approval process and cancellation of the Ordinance in the future once presented to the City Council. Golding and Hensley responded.

Public Comments

There were no Public Comments.

Action

Motion made by Vasquez and seconded by Heany to approve MCA 2022-01 (PC Resolution 22-01), and change to 7.B to read: If approved by the Community Development Director, any Duplex project that involves an existing dwelling unit proposed for demolition of more than 25 percent of the existing exterior structure walls of an existing dwelling on the parcel must comply with replacement provisions of Government Code 66300(d). Motion carried 4-0-0-0. (Yes: Vasquez, Heany, Ramirez, Wolff; No: None; Abstain: None; Absent: None).

8. ITEMS FROM DIRECTOR:

Hensley provided development updates and answered questions from the Commission.

9. ITEMS FROM COMMISSIONERS:

Heany commended staff on the great job and lovely Recognition Awards event.

Wolff asked if Council meetings were held in person or via zoom. Hensley responded.

10. ADJOURNMENT: Tuesday, February 22, 2022

Wolff moved to adjourn at 8:05 p.m., seconded by Vasquez. The next meeting is scheduled for Tuesday, February 22, 2022.

Craig Hensley, Secretary