



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

Commissioners
Yesenia Paez, Chair
Wally Wolff, Vice-Chair
Daniel Becker
David Rodriguez
Brian Quandt

**Duarte Community Center
1600 Huntington Drive
Duarte, CA 91010
Monday, September 15, 2025
7:00 PM**

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.

ADA ACCESSIBILITY NOTICE:

In compliance with the Americans with Disabilities Act, if you need assistance participating in this meeting, contact the Community Development Department at (626) 357-7931 Ext.230 or 235. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice:

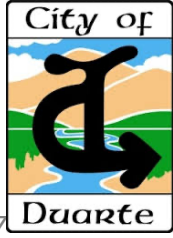
Planning and Economic Development meetings are audio-recorded for later broadcast. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, and/or pictures of meeting attendees.

1. CALL TO ORDER AND NOTATION OF ANY ABSENCES
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
 - A. **08/18/2025 Minutes**
4. ORAL COMMUNICATIONS - CONSENT CALENDAR
5. PUBLIC HEARINGS
 - A. **Conditional Use Permit 25-04:** A proposed acupressure and hypnotherapy business located at 1740 Huntington Drive, #102.

RESOLUTION PC 25-07:

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE APPROVING CONDITIONAL USE PERMIT 25-04 TO ALLOW THE OPERATION OF A ACCUPRESSURE AND HYPNOTHERAPY BUSINESS LOCATED AT 1740 HUNTINGTON DRIVE, UNIT 102.

6. BUSINESS ITEMS
 - A. **2025 Local Hazard Mitigation Plan Update**
7. ITEMS FROM DIRECTOR
8. ITEMS FROM COMMISSIONERS
9. ADJOURNMENT



MINUTES
CITY OF DUARTE
PLANNING AND ECONOMIC
DEVELOPMENT COMMISSION

August 18, 2025

Commissioners
Yesenia Paez, Chair
Wally Wolff, Vice-Chair
Daniel Becker
Brian Quandt
David Rodriguez

1. CALL TO ORDER AND NOTATION OF ANY ABSENCES:

Chair Paez called the meeting to order at 7:04 p.m. The following were in attendance:

PRESENT: Paez, Wolff, Becker, Rodriguez, Quandt
ABSENT: None
STAFF: Golding, Abdul-Ahad, Bautista, Grigorian

2. PLEDGE OF ALLEGIANCE:

Commissioner Becker led the pledge.

3. APPROVAL OF MINUTES:

Commissioner Rodriguez motioned to approve the July 21, 2025 minutes. Seconded by Commissioner Quandt. The motion carried 5-0-0-0.
(**Yes:** Paez, Wolff, Becker, Rodriguez, Quandt; **No:** None; **Abstain:** None; **Absent:** None).

4. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA:

None.

5. PUBLIC HEARINGS:

A. Andres Duarte School Development Project

1433 Crestfield Drive (Former Andres Duarte School and Otis Gordon Park)

The proposed project includes:

General Plan Amendment 24-02: Changing the General Plan designation from Public Facilities to High Density Residential;

Zone Change 24-02: Changing the zoning from Public Facilities to R-4;

Tentative Parcel Map (84544) 24-01: Subdividing the property into two lots;

Site Plan and Design Review 25-19 and Planned Development Permit 24-01:

Request to construct 169 townhome units and renovate Otis Gordon Park; and

Final Environmental Impact Report related to the project.

RESOLUTION PC 25-08

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF DUARTE CERTIFY THE ENVIRONMENTAL IMPACT REPORT (EIR) FOR THE ANDRES DUARTE SCHOOL SITE PROJECT LOCATED AT 1433 CRESTFIELD DRIVE AND ASSOCIATED OTIS GORDON PARK RENOVATION AT 2351 CENTRAL AVENUE

RESOLUTION PC 25-09

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE RECOMMENDING APPROVAL OF GENERAL PLAN AMENDMENT 24-02, CHANGING THE LAND USE DESIGNATION OF THE PROPERTY AT 1433 CRESTFIELD DRIVE (FORMER ANDRES DUARTE SCHOOL) AND 2351 CENTRAL AVENUE (OTIS GORDON PARK) FROM PUBLIC FACILITIES TO HIGH DENSITY RESIDENTIAL AND OPEN SPACE, AND TO AMEND THE GENERAL PLAN LAND USE DIAGRAM

RESOLUTION PC 25-10

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE RECOMMENDING APPROVAL OF ZONE CHANGE 24-02, CHANGING THE ZONING OF THE PROPERTY AT 1433 CRESTFIELD DRIVE (FORMER ANDRES DUARTE SCHOOL) AND 2351 CENTRAL AVENUE (OTIS GORDON PARK) FROM PUBLIC FACILITIES (PF) TO MULTIPLE FAMILY RESIDENTIAL HIGH DENSITY (R4) AND OPEN SPACE (OS), AND TO AMEND THE OFFICIAL ZONING MAP

RESOLUTION PC 25-11

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE RECOMMENDING APPROVAL OF TENTATIVE PARCEL MAP 24-01 (84544) DIVIDING ONE PARCEL INTO TWO PARCELS ON THE PROPERTY LOCATED AT 1433 CRESTFIELD DRIVE AND 2351 CENTRAL AVENUE

RESOLUTION PC 25-12

A RESOLUTION OF THE PLANNING AND ECONOMIC COMMISSION OF THE CITY OF DUARTE RECOMMENDING APPROVAL OF SITE PLAN AND DESIGN REVIEW 25-19 FOR THE CONSTRUCTION OF A 169 UNIT TOWNHOME DEVELOPMENT AT 1433 CRESTFIELD DRIVE (FORMER ANDRES DUARTE SCHOOL)

RESOLUTION PC 25-13

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE RECOMMENDING APPROVAL OF PLANNED DEVELOPMENT PERMIT 24-01, FOR THE DEVELOPMENT OF A 169 UNIT TOWNHOME DEVELOPMENT AND RENOVATION OF OTIS GORDON PARK, LOCATED AT 1433 CRESTFIELD DRIVE (ANDRES DUARTE SCHOOL) AND 2351 CENTRAL AVENUE (OTIS GORDON PARK)

Director Hensley presented staff’s report which discussed the proposed Andres Duarte School Development Project located at 1433 Crestfield Drive. The proposed development would include building 169 townhomes and rehabilitating Otis Gordon Park.

The Project manager of the draft EIR, Suzanne Huerta from Rincon Consultants, gave a presentation on the draft Environmental Impact Report covering the findings of the study.

Dr. Nadia Hillman, Superintendent of Duarte Unified School District, spoke in support of the project and highlighted how the development could positively impact families in the community.

Sarine Abrahamian, Council to DUSD, spoke in support of the project.

George Voight, a member of the development team, recommended that the Planning Commission approve of the project.

Alan Scales, Principal Architect of the project, spoke about the architectural details of the townhomes and referenced the project plans in a brief presentation. The Planning Commission allotted an additional 2 minutes to the timer to allow Alan Scales to finish his presentation.

Various members of the public voiced their opinions on the project:

- Henry Baltizar opposed the project.
- Tom Reyes voiced concern about the rezoning of Otis Gordon Park.
- Shelby Marusich voiced support of the project.
- Eddie Olague had comments on the setbacks of the proposed development.
- Lydia Carswell voiced support of the project.
- Ceci Carroll voiced support of the project.
- Steve Hernandez voiced support of the project.

Kevin Baca voiced support of the project.
Alex Garcia voiced support of the project.
Filippo Fanara voiced support of the project.
Dillon Arreola voiced support of the project.
David Van de Wetermy opposed the project.
Cierra Martinez opposed the project.
Tia Russo opposed the project.
Sylvia Chavez opposed the project.
Eddie Howard voiced support of the project.
John Fasana voiced support of the project.
Sam Brown made comments related to the Brown Act and the City's public noticing procedure.
Travis opposed the project.
Mike Cosgrove voiced concern of potential traffic impacts that would result from the project.
Ricardo Luna opposed the project.
Steve Orizabal asked the commission to consider the possibility of making concessions.
Genaro Ralph Ramirez opposed the rezoning of the project site.

The Commission had additional questions about the project, which representatives from the development company and a DUSD representative stepped in to answer.

Commissioner Quandt made a motion to deny General Plan Amendment 24-02, Zone Change 24-02, Tentative Parcel Map (84544) 24-01, Site Plan and Design Review 25-19 and Planned Development Permit 24-01, and Final Environmental Impact Report including Resolution PC 25-08, Resolution PC 25-09, Resolution PC 25-10, Resolution PC 25-11, Resolution PC 25-12, and Resolution PC 25-13. Commissioner Wolff seconded the motion; motion failed 2-3-0-0 (**Yes:** Quandt, Wolff; **No:** Paez, Becker, Rodriguez; **Abstain:** None; **Absent:** None).

Commissioner Rodriguez moved to approve General Plan Amendment 24-02, Zone Change 24-02, Tentative Parcel Map (84544) 24-01, Site Plan and Design Review 25-19 and Planned Development Permit 24-01, and Final Environmental Impact Report including Resolution PC 25-08, Resolution PC 25-09, Resolution PC 25-10, Resolution PC 25-11, Resolution PC 25-12, and Resolution PC 25-13. Commissioner Becker seconded the motion; motion passed 3-2-0-0 (**Yes:** Paez, Becker, Rodriguez; **No:** Quandt, Wolff; **Abstain:** None; **Absent:** None).

6. BUSINESS ITEMS:

None.

7. ITEMS FROM DIRECTOR:

Director Hensley provided updates on the incoming Vallarta Supermarket, mentioning how they are aiming to open during the summer of 2026.

8. ITEMS FROM COMMISSIONERS:

There was discussion on the recently opened BP charging station and the construction happening in the parking lot located on Pops Road and Huntington Drive near City Hall.

9. ADJOURNMENT:

Chair Paez motioned to adjourn the meeting at 9:43 p.m. The next meeting is scheduled for September 15, 2025.

Craig Hensley, Secretary



PLANNING AND ECONOMIC DEVELOPMENT COMMISSION STAFF REPORT

Date: September 15, 2025

Subject: Conditional Use Permit 25-04 for an acupressure and hypnotherapy business.

Location: 1740 Huntington Drive # 102

Applicant: TCM Hypnotherapy Healing Center – Wenjuan “Sunnie” Xu

SUMMARY

The applicant, Wenjuan “Sunnie” Xu, is requesting approval of a Conditional Use Permit (CUP) to operate an acupressure and hypnotherapy business at 1740 Huntington Drive, Unit 102, in an existing 1,231 square foot suite. Acupressure services are listed under the massage establishment definition and therefore it’s conditionally permitted within the Town Center Specific Plan. Staff recommends that the Planning Commission adopt PC Resolution 25-07 to approve the operation of an acupressure and hypnotherapy business, based on the information provided in the staff report and subject to conditions of approval

BACKGROUND

TCM Hypnotherapy Clinic will be operated by Ms. Xu, who is a licensed massage therapist and a certified hypnotist. The proposed business specializes in creating personalized holistic health remedies through the practice of acupressure, hypnotherapy, and herbal medicine recommendations.

The property is zoned Town Center Specific Plan – Mixed Use Corridor (MUC). The project site is located in the 1.77 acre shopping center at the southwest corner of Highland Avenue and Huntington Drive. The center contains three separate buildings with commercial, retail, and service uses. A total of 19 tenant suites are located within the center. The tenant space is located in the easterly building; the proposed acupressure business will occupy one of the suite spaces (Exhibit E). The surrounding land uses include commercial and retail shops to north and east and multi-family residential to the south and west. No improvements to the exterior or parking lot area are proposed with the exception of a new wall sign, which will be reviewed under a separate permit.

Duarte currently has one (1) massage establishment operating with a City business license. The nearest similar use is Moon Massage located approximately 160 feet east of the subject property.

PROJECT DESCRIPTION

The suite is approximately 1,231 square foot and will consist of a reception area that will offer herbal medicines for sale, one treatment room, one office, two bathrooms and a cleaning room. The treatment room will have a desk, two chairs, and a treatment bed. The applicant will be the one performing the treatments and will not hire any additional staff at this time. The proposed hours of operation will be Monday to Saturday from 9:00 am to 6:00 pm and closed on Sundays.

The business will offer memberships, with appointments scheduled by phone and through the company's website. The applicant anticipates seeing up to three (3) patients per day, with each appointment scheduled 2 ½ to 3 hours apart.

Services Provided

Acupressure: Acupressure is a traditional healing technique derived from Traditional Chinese Medicine (TCM), which involves applying pressure to specific points on the body to relieve pain, reduce stress, and promote overall well-being. It's similar to acupuncture but uses manual pressure instead of needles.

Hypnotherapy: A type of therapy that involves guiding a person into a deep state of relaxation and focused attention, to access the subconscious mind more easily. Hypnotherapy can help with anxiety and stress, pain management, and habit related issues such as weight loss and smoking.

Cupping Therapy: Cupping therapy involves placing cups on the skin to create suction. The suction pulls the skin and underlying tissues upwards, which is thought to improve blood flow, reduce muscle tension, and promote healing.

Gua Sha: The use of a smooth-edged tool to gently scrape the skin, stimulating blood flow and lymphatic drainage. The technique is believed to promote relaxation, reduce pain, and improve overall well-being.

Tui Na: A Chinese therapeutic massage that uses a variety of techniques to balance the body's energy flow and promote healing. It involves applying pressure, kneading, and other manipulations to specific points on the body, helping relieve pain, promote relaxation, and overall well-being.

ANALYSIS

Compliance with DMC 5.56 and DDC 19.60.112

Staff has analyzed the project proposal and business description with both Chapter 19.60.112 of the Duarte Development Code (DDC) and Chapter 5.56 of the Duarte Municipal Code (DMC) related to Massage Establishments and finds that the proposed use meets the requirements listed in both Code Sections.

Chapter 19.360.112 of the DDC establishes the locational and development standards related to massage businesses. This proposal complies with the minimum 1,200 square foot suite size

requirement since the unit is 1,231 square feet. Secondly, the required storefront shall be 75 percent windows, and the current existing storefront exceeds this requirement. The proposed use also meets the minimum lobby requirement of 200 square feet; the existing lobby area is approximately 343 square feet.

Chapter 5.56 of the DMC establishes regulations for all massage businesses in the City, covering areas such as licensing, inspections, recordkeeping, health and hygiene, conduct, safety, enforcement, and existing massage businesses. The applicant must work with the Public Safety Department to meet requirements related to licensing, recordkeeping, hygiene, video surveillance, and prohibited activities. Approval from the Public Safety Department is required prior to operating the business.

Lighting is required at the business entries and within the parking lot per DDC 19.60.112. Parking lot lighting is currently provided by roof-mounted lights which provide sufficient illumination for the parking lot. There is a separate light above the front entry and the entries of every other unit of in the commercial building. The lighting fixtures on the building, however, do not meet several lighting standards provided in Chapter 19.050.070 of the DDC related to glare, roof-top placement, illumination spillover, and lighting direction. A condition has been added to remove and replace lighting on the building of the subject business to meet City lighting requirements.

Per the security plan provided by the applicant, there are seven (7) security cameras: two cameras on the exterior that film the entrance to the unit and two others that film the rear exit of the unit, one camera pointing to the front desk, one facing the lobby/waiting area, and one facing the hallway. The recorded video and controller will be stored in the cleaning room with lock. These features are in compliance with the requirements of the Duarte Municipal Code, and a condition of approval has been included that requires inspection and approval of specific placement of equipment, subject to the approval of the Community Development and Public Safety Departments.

Parking

Parking within the shopping center has been an issue previously, due to the tenant mix and modest amount of provided on-site parking (90 spaces). The center is currently under parked based upon a purely numerical analysis of the uses on-site. However, some of the businesses that demand the greatest parking are not operational during the proposed hours of operation of the acupuncture business. Currently Calvary New Song requires 24 parking spaces but operates primarily on Sunday; a day the subject business does not plan on operating. A second business, Center for Connection and Neurodiversity (medical office) requires 12 parking spaces but has been observed not to generate significant parking demand. Staff observations throughout the year have shown that available parking is continually available in the rear portion of the center during daytime hours.

Although the development code does not explicitly specify a parking ratio for personal service uses, staff has applied the Medical Clinic parking standard as a reference, which requires one parking space per 200 square feet of floor area. Based on this standard, the proposed use requires six (6) parking stalls. The site currently provides 90 shared parking spaces for all tenants. Given the staggered appointment schedule and limited number of daily patients, staff does not anticipate any parking issues related to the proposed business.

Due to the dynamic nature of parking on the subject property, staff maintains a parking analysis spreadsheet to determine the ability for new businesses to locate within the center. The center is nearly occupied and would contain only two (2) vacant tenant suites if the proposed business was approved. Staff will continue to analyze new and expanding businesses for the potential to locate/expand within the center. Future or enlarging businesses that do not meet parking requirements or cannot demonstrate the ability to operate with business hours that do not conflict with other existing users on-site, may be denied the ability to operate within the center.

RECOMMENDATION

Based on the information provided in the Staff report, Staff recommends that Planning Commission adopt PC Resolution 25-07 approving Conditional Use Permit 25-04 to allow the operation of a massage establishment, subject to conditions of approval.

Respectfully Submitted,



Mena Abdul-Ahad
Associate Planner

ATTACHEMENTS

- Exhibit A: Resolution PC 25-07, Conditional Use Permit 25-04
- Exhibit B: Project Plans
- Exhibit C: Business Operations Plan
- Exhibit D: Massage and Hypnotherapy License
- Exhibit E: Vicinity Map

RESOLUTION PC 25-07

A RESOLUTION OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF DUARTE APPROVING CONDITIONAL USE PERMIT 25-04 TO ALLOW THE OPERATION OF A ACCUPRESSURE AND HYPNOTHERAPY BUSINESS LOCATED AT 1740 HUNTINGTON DRIVE , UNIT 102.

WHEREAS, the applicant is requesting approval of a conditional use permit to operate an acupressure and hypnotherapy business located at 1740 Huntington Drive, #102; and

WHEREAS, acupressure and related services are provided that involve a system of structured touch, pressure, movement, and holding to the soft tissues of the human body with the intent to enhance or restore the health and well-being of the client are defined as a massage business (establishment) per Ch. 19.160.140 of the Duarte Development; and

WHEREAS, a massage business located in the Town Center Specific Plan, within the Mixed Use Corridor (MUC) and is a conditionally permitted use pursuant to Duarte Development Code Section 19.12.020.; and

WHEREAS, the proposed acupressure and hypnotherapy business complies with the regulations and requirements of Duarte Development Code Section 19.60.112 which regulates locational and developmental matters related to massage establishments; and

WHEREAS, the proposed massage business complies with the prerequisite requirements for the consideration of a massage establishment of Duarte Municipal Code Chapter 5.56 which regulates operational, licensure and health matters related to massage establishments; and

WHEREAS, notice of a public hearing on the Conditional Use Permit 25-04 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 25-04 and all of the information, evidence and public testimony received at the public meeting held on September 15, 2025, at 7:00 p.m. 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 massage business is consistent with Land Use Goal 1 of the General Plan by maintaining a balanced community consisting of various commercial activities and industrial developments. The use is also consistent with the General Commercial land use designation by providing for the development of uses that will meet the needs of the entire community

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;*

A massage business is permitted with a Conditional Use Permit in the Town Center Specific Plan. The use complies with all regulations of the Duarte Development Code pursuant to Section 19.60.112, which stipulates requirements to locate a massage establishment. In addition, the proposed use complies with all the regulations of the Duarte Municipal Code pursuant to Section 5.56, which provides requirements for business licenses and operational regulations. Conditions of approval have been included to ensure such compliance with the City of Duarte's Development and Municipal Codes.

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

The massage business will occupy one of the tenant spaces within an existing multi-tenant building of the commercial shopping at 1740 Huntington Drive. The unit space is approximately 1,231 square feet, which is sufficient for accommodating the use. The massage business is compatible with the project site and other uses in the vicinity. It is anticipated to have minimal impacts to surrounding uses as the applicant is currently proposing only one client at a time and the hours of operation will be from Monday to Saturday from 8:30 am to 8:00 pm and closed on Sundays. The facility is within a commercial shopping center that is designed to accommodate a variety of uses with a range of operational hours.

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 massage business is allowed with a conditional use permit in the Town Center Specific Plan. The operation of the facility is designed to minimize the intensity of the use and limit any potential conflicts with adjacent businesses and surrounding developments. The use complies with the Duarte Development Code Section 19.60.112 and the Duarte Municipal Code Chapter 5.56. Conditions have been added to the Conditions of Approval attached herein, which will be imposed to help avoid

adverse and detrimental impacts on the City and surrounding community. With the implementation of conditions of approval, the operation of the massage business is compatible with the site and adjacent uses and is not anticipated to be detrimental to the general welfare of surrounding areas. Since the facility will have a limited number of attendees and employees, and the operation will generate minimal noise, it is unlikely that the massage operation will be detrimental to the general welfare of the shopping center and surrounding businesses.

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 in a commercial shopping center with three commercial buildings with parking in the front, rear, and between the buildings. The center is accessible from Huntington Drive and Highland Avenue. Onsite circulation will not be altered and is suitable for the existing uses, the massage business, and emergency vehicle access. The shopping center is divided into several tenant spaces, and the proposed massage business will occupy one of the tenant spaces, which is approximately 1,231 square feet in area.

SECTION 3. CEQA DETERMINATION

In recommending adoption of this PC Resolution 25-07 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 25-07 based on the findings listed in Section 2, and the conditions listed in “Exhibit A-1”, for a acupuncture and hypnotherapy business, located at 1740 Huntington Drive, #102.

APPROVED, AND ADOPTED by the Planning Commission of the City of Duarte at a regular meeting held on the 15th day of September 2025.

Yesenia Paez, Chairperson
City of Duarte Planning Commission

ATTEST:

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 September 15, 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Craig Hensley, Community Development Director

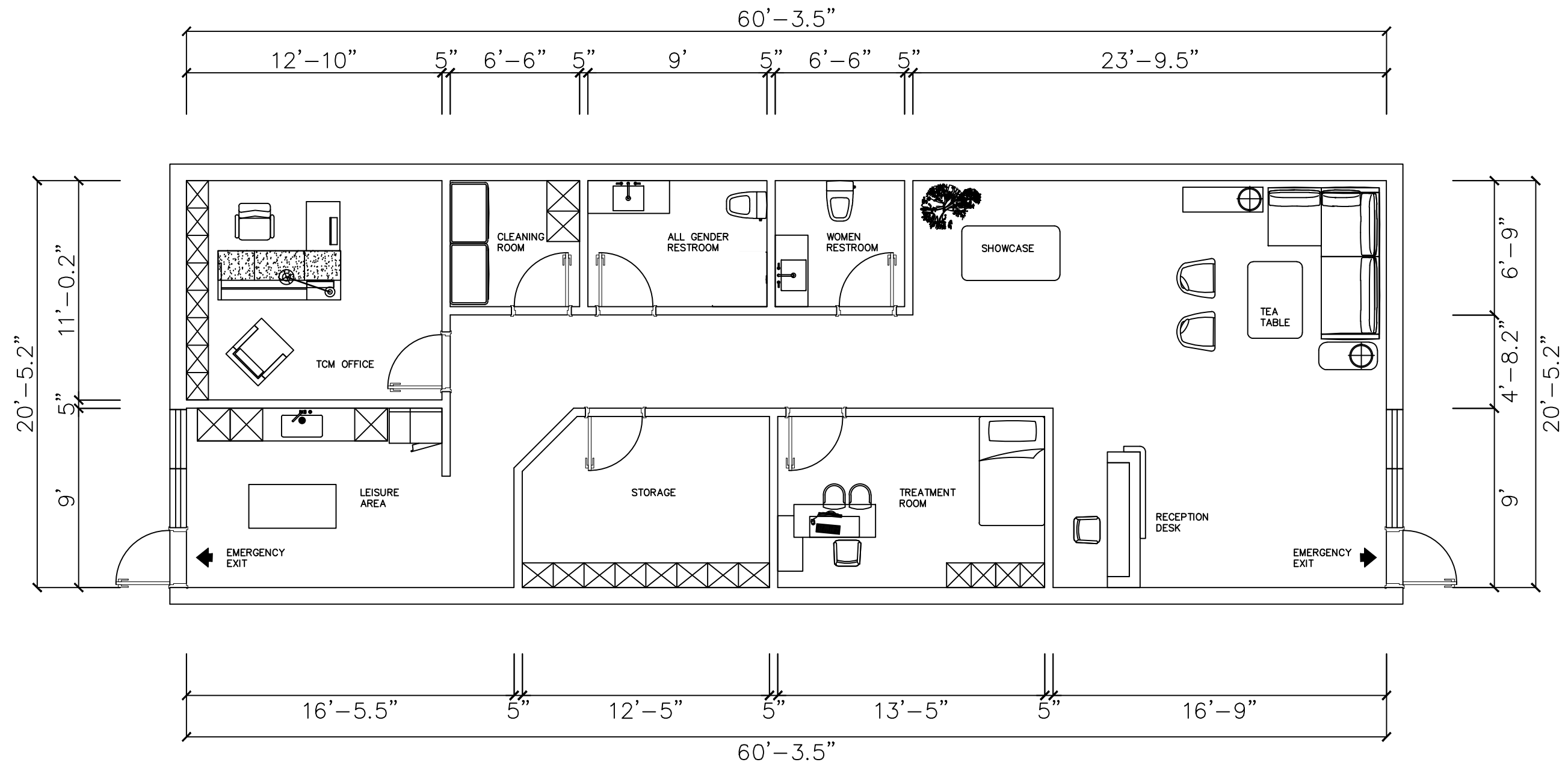
EXHIBIT A-1

Conditions of Approval
Conditional Use Permit 25-04
1740 Huntington Drive #102
TCM Hypnotherapy Healing Center

1. This approval is for the operation of an acupressure and hypnotherapy business at 1740 Huntington Drive, #102, as stated in the staff report and described in the applicant's business proposal statement and plans, on file with the Planning Division.
2. The approved operating hours are Monday to Saturday from 9:00 am to 6:00 pm. Any request to modify the hours shall be reviewed and approved by the Planning Division before implementation. Such changes may be referred to the Planning Commission for review, in which case a modified conditional use permit and Planning Commission approval will be required.
3. The massage business shall have a maximum of two (2) employees for a given work shift so to not negatively impact the parking available for the shopping center.
4. The roof-mounted lighting fixtures on the building must be removed. New lighting fixtures must be installed to meet the City's lighting requirements and standards provided in Chapter 19.050.070 of the Duarte Development Code.
5. The westerly storefront windows shall remain clear and free of obstructions that may prevent view from the exterior into the reception/front desk area. The applicant shall submit a Window Covering Plan for review and approval to the Community Development Department prior to the issuance of a City Business/Massage Establishment License. The Window Covering Plan shall provide the location, size, materials, opacity and any other necessary information on any proposed window coverings (e.g. curtains, tint, displays, shading devices, etc.) that ensures that the reception and front desk area are substantially unobscured from view from the exterior of the premises.
6. To ensure safety and security, minors are not permitted to enter the premises of a massage business or establishment without being accompanied at all times by a parent or legal guardian and the building entrance to any massage business and establishment shall be clearly and legibly posted by a notice indicating that minors are precluded from entering the premises unless accompanied by a parent or legal guardian at all times. As used herein, the term "minor" means an individual under the age of eighteen years.
7. All business activities shall be held indoors and the front entrance/exit shall remain unlocked during hours of operation.
8. If interior tenant improvements are to be made, plans shall be submitted to the City of Duarte Building Division for building permit review and approvals prior to operation of business.

9. Outdoor storage and display is prohibited.
10. The business shall at all times be in compliance with the requirements of Chapter 5.56 of the Duarte Municipal Code.
11. The business shall at all times be in compliance with the requirements of Section 19.60.112 of the Duarte Development Code.
12. The applicant must request and pass an inspection to be conducted by the Public Safety and Community Development Departments, to ensure compliance with this Conditional Use Permit, prior to the opening of the business.
13. The existing security surveillance camera system shall be reviewed, inspected and approved by the Public Safety Department prior to opening for business. Any adjustments to the system determined to be necessary by the Public Safety Department, including the replacement of one or more cameras, shall be made within 30 days of advisement. The security system shall be fully operational to ensure safety within the unit and monitoring of the business operation of the property. The security system shall also include a hard drive that saves camera footage/data for a minimum of 30 days. The hard drive shall be locked and secured, and accessible only to the business owner and/or managers. A final inspection of the security cameras by Planning Division and the Public Safety Department is required.
14. A new or modified conditional use permit will be required at the time of change of business owner when the subsequent business owner/operator proposes changes to the area, configuration or manner in which the original conditional use permit was approved.
15. The project shall comply with all regulations of the Town Center Specific Plan, including the intent and purpose, permitted uses, development standards, and any other applicable sections of the Duarte Development and Municipal Codes.
16. Any expansion or modification to the approved use as part of this conditional use permit, including but not limited to: any substantial changes to the business operation, or floor plan that may affect or intensify the use shall be reviewed by the Planning Division, and may require an application for a new conditional use permit.
17. Any signage associated with the business is not included as part of this approval; a separate review and approval process will be required for all proposed signage. All signage shall comply with the Sign Guidelines of the Duarte Development Code.
18. Any required plans and 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.
19. Any required 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.

20. 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.
21. This CUP may be called for review or revocation at any time by City Staff, City Council, or Planning Commission if a violation of the approved conditions is alleged, or if it is alleged that the massage establishment, or its patrons, are creating a public nuisance, as substantiated by the LA County Sheriff's Department, Public Safety Department, or any other City Department. The applicant and successors shall operate the subject premises in a safe and sanitary manner at all times. Such review of the CUP may include any remedy available to the City that will prevent negative impacts on the property and surrounding developments. Problems or continued/repeated violations of any Municipal Code, conditions of approval or any other governmental regulations may be grounds for initiation of proceedings for the revocation of this CUP before the Planning Commission pursuant to Section 19.152.030 of the Duarte Development Code.
22. This entitlement shall be contingent upon the privileges being utilized within 12 months from the effective approval date.
23. The applicant shall obtain a valid business license with the City of Duarte prior to commencement of business operation. Contact the City Finance Division for more information.
24. The decision of the Planning Commission may be appealed to the City Council within 15 days of the Planning Commission's decision. Said appeal must be in writing and filed with fees paid to the City Clerk's Office. The written appeal shall include reasons for the appeal.
25. 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 this conditional use permit which may be brought within the time period provided for such actions or challenges under applicable law.



TCM Hypnotherapy Healing Center
 Floor Plan

TCM HYPNOTHERAPY HEALING CENTER

Business Plan:

****1. Executive Summary:****

- * ****Business Concept:**** The TCM(Traditional Chinese Medicine) HYPNOTHERAPY HEALING CENTER offering authentic diagnosis, herbal medicine, therapeutic treatments, specialized hypnotherapy, and personalized health consultations. We bridge ancient wisdom with modern wellness needs.

- * ****Mission:**** To empower individuals on their journey to optimal health and well-being through the holistic, natural, and effective practices of Traditional Chinese Medicine and complementary therapies.

- * ****Vision:**** To become the trusted community hub for integrative and preventative healthcare solutions.

- * ****Target Market:**** Health-conscious individuals seeking natural alternatives, pain management solutions, stress reduction, postpartum women's health recovery, fat reduction, preventative care, and those interested in holistic well-being. Includes those with chronic conditions, athletes, professionals managing stress, and individuals seeking mental/emotional balance.

- * ****Unique Selling Proposition (USP):**** Authentic TCM expertise combined with hypnotherapy services and a compelling membership program offering significant value and rewards.

- * ****Location:** 1740 E Huntington Dr #102 Duarte CA91010

- * ****Hours of Operation:**** Monday - Saturday: 8:30 AM - 8:00 PM; Sunday: Closed.

- * ****Financial Highlights (Projected):**** Revenue streams from consultations, therapies, herbal sales, and memberships. Initial focus on building client base and membership.

****2. Company Description:****

- * ****Legal Structure:**** TCM HYPNOTHERAPY HEALING CENTER LLC

- * ****Ownership:**** WENJUAN XU(Certificated by International Traditional Chinese Medicine and Hypnosis.)

- * ****Location & Facilities:**** Modern, serene, and professional clinic space at 1740 Huntington Dr #102 Duarte CA91010, Includes 1 private treatment room, 1 office, 1 storage, a comfortable herbal dispensary/retail area, and a very large welcoming reception.

- * ****Values:**** Holistic Care, Expertise, Integrity, Compassion, Patient Empowerment, Natural Healing.

****3. Products and Services:****

- * ****TCM Diagnosis & Consultation (\$80):**** Comprehensive assessment using traditional methods (pulse, tongue, questioning) to determine imbalances and create a personalized treatment plan.

- * ****TCM Therapies:****

- * Acupressure, Cupping, Gua Sha, Tui Na: 60 min / \$80 | 90 min / \$120

- * ****Hypnotherapy:**** 60 min / \$80 | 90 min / \$120 (Focus areas: stress reduction, anxiety management, habit change, pain control, performance enhancement).

- * ****Herbal Medicine Dispensary:**** Custom-formulated herbal prescriptions and high-

quality pre-made patent herbs and herb teas. Retail sales of wellness products.

- * **Health Consultations:** Personalized advice on diet, lifestyle, and preventative health strategies based on TCM principles (often integrated into diagnosis/treatment plans; standalone available).

4. Market Analysis:

- * **Industry:** Growing demand for holistic, complementary, and alternative medicine (CAM) in the US. Increased interest in natural pain management, stress relief, and preventative health.

- * **Target Market Segmentation:**

- * **Demographics:** Adults 21+, all genders, varying income levels (focus on middle to upper-middle class valuing wellness).

- * **Psychographics:** Health-conscious, open to natural therapies, seeking preventative care, experiencing stress/pain, valuing personalized attention.

- * **Competition:** Other TCM clinics, acupuncturists, massage therapists, chiropractors, naturopaths, wellness centers. **Our Advantage:** Combined TCM + Hypnotherapy expertise, strong membership program, extended hours, focus on comprehensive care.

- * **Market Size & Opportunity:** Significant and expanding market for integrative health. Local demographics support demand. Opportunity to capture clients seeking alternatives to conventional medicine.

5. Marketing and Sales Strategy:

- * **Branding:** Professional, calming, trustworthy, rooted in tradition yet accessible. Logo, website, clinic ambiance reflect this.

- * **Online Presence:**

- * **Professional Website:** SEO optimized, online booking, service descriptions, practitioner bios, blog on TCM topics.

- * **Social Media:** Engage on Instagram & Facebook (wellness tips, behind-the-scenes, promotions).

- * **Google My Business:** Accurate listing with hours, services, photos, reviews.

- * **Local Marketing:**

- * **Partnerships:** Chiropractors, MDs, massage therapists, yoga studios, gyms.

- * **Community Events:** Health fairs, workshops (e.g., "Stress Reduction with TCM & Hypnosis").

- * **Local Advertising:** Targeted online ads (Google/Facebook), community newsletters.

- * **Referral Program:** Encourage existing clients to refer friends/family (integral to membership).

- * **Membership Drive:** Highlight the significant value of the "Rooted Wellness Membership" program prominently.

- * **Sales Process:** Consultative approach focused on patient needs. Easy online/phone booking. Follow-up communication.

6. Membership Program: "Rooted Wellness Membership"

- * **How to Join:** Purchase any 6-session package of TCM Therapy *or* Hypnotherapy

sessions, OR successfully refer 3 new paying clients.

- * **Member Benefits:**
 - * **One (1) Complimentary TCM Diagnosis** per membership year.
 - * **Unlimited Complimentary Health Consultations** (focused on TCM lifestyle/diet advice, typically 15-30 min).
 - * **"6+1" Therapy Reward:** Receive one (1) **free** 60-minute TCM Therapy or Hypnotherapy session after purchasing **every six (6)** sessions of either type.
 - * **10% Discount** on all Herbal Medicine and retail wellness products.
 - * **Value Proposition:** Significant savings for regular clients, encouraging loyalty and frequency. Enhances customer lifetime value (CLV).

7. Revenue Streams:

- * TCM Consultations (\$80)
- * TCM Therapy Sessions (\$80/\$120)
- * Hypnotherapy Sessions (\$80/\$120)
- * Herbal Medicine Sales (Custom formulas & retail)
- * Membership Program (Drives recurring therapy sales & loyalty)
- * **Pricing Strategy:** Competitive within local market for quality TCM and hypnotherapy services. Reflects expertise and value. Membership enhances perceived value.

8. Safety:

The entire place is equipped with a comprehensive monitoring system and access control system to ensure the safety of the clinic.

9. Floor Plan



**CERTIFIED
MASSAGE
THERAPIST**

Wenjuan Xu
Cert # 86064



Expires 03/11/27



US Applied Hypnosis Inc.

Certificate of Completion

Acupressure Hypnosis Relaxation Training Program

USAH-ID #93514

This is to certify that Wenjuan Xu, for successful completion of Ormond McGill's -Acupressure Hypnosis Induction Method Training Program of online education.

In witness whereof,
hereunto affixed on this 16th day, May, 2025

Dr. Ruiheng Lee
Dr. Ruiheng Lee, NGH BCH, CI
President, US Applied Hypnosis Inc



This certificate is
Non-transferable



National Guild of Hypnotists Inc.

Merrimack, New Hampshire
(Established 1936)

This is to certify that Wenjuan Xu, having satisfactorily completed the required studies, has been found by the Board of Directors to possess the qualifications required by Constitutional bylaws, and is hereby registered as

Certified Hypnotist

In Witness Whereof, the Signature of the Administrator is

hereunto affixed on this 16th day May, 20 25



Dwight F. Damon, Jr.
Dr. Dwight F. Damon, President

Don Mottin, D.D.S.
Donald J. Mottin, Vice President

Joseph J. Bachand
Joseph J. Bachand, Executive Director

VICINITY MAP

