**CITY OF DUARTE**
**PLANNING COMMISSION**
**M I N U T E S**
**September 17, 2018**



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

Chairperson Vasquez called the meeting to order at 7:03 p.m.

The following were in attendance:

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| PRESENT: | Vasquez, Wolff, Farra |
| ABSENT: | Heany, Watson-Gardner |
| STAFF: | Hensley, Golding, Eoff IV, Hernandez |
| DEPUTY CITY ATTORNEY: | None |

## 2. PLEDGE OF ALLEGIANCE:

Farra lead the Pledge of Allegiance.

## 3. APPROVAL OF MINUTES: August 20, 2018

Farra moved to approve the minutes of August 20, 2018. Seconded by Wolff. Motion approved 3-0-0-2. (Vote: Yes: Vasquez, Wolff, Farra; No: None; Abstain: None; Absent: Heany, Watson-Gardner).

## 4. ORAL COMMUNICATIONS ITEMS NOT ON THE AGENDA:

Chair Vasquez opened Oral Communications for items not on the Agenda. Seeing none, Chair Vasquez closed Oral Communications.

## 5. PUBLIC HEARINGS:

### A. Development Agreement 2018-1 Consideration of a Development Agreement Between the City of Duarte and the City of Hope Regarding the City of Hope Campus Plan and the Related Build-out in the Plan Area.

Attachments: Staff Report; Development Agreement 18-1 and PC Resolution 18-21.

Craig Hensley, Community Development Director, presented a staff report on the item. He provided background history of project and discussed zone change;

Environmental Impact Report approval by Irwindale City Council in May 2018; changes made by City of Irwindale to Specific Plan; First and Second reading of the Ordinance; Staff and City of Hope teamwork on a Development Agreement that will guide the specific plan implementation process.

Hensley explained the meaning and components of the Development Agreement; discussing the City of Duarte and the City of Hope benefits on the following proposed agreement:

- Circulation and Parking Impact Fee
- Transient Occupancy Tax
- Traffic Improvements

Hensley ended his presentation and acknowledge attendance of City of Hope and City of Irwindale Representatives.

Chairperson Vasquez opened Commissioners inquiries.

Farra inquired about the duration of the agreement as specified in the Resolution, Section 3.3. Hensley deferred the inquiry to City of Hope representative.

Hensley informed the Commissioners of the City Attorney's minor change, making an addition to the Development Agreement on Page 2; to end of Section 1.5.

Chairperson Vasquez opened public hearing.

Winston Stromberg, Lathan & Watkins on behalf of City of Hope, thanked staff for their time and teamwork with the City of Hope. He addressed Farra's inquiries with respect to the duration of the agreement and Section 3.3 of the Resolution. He indicated that the term is for twenty years and explained the functions and definitions of the Development Agreement that incorporates with the City of Hope Specific Plan.

Chairperson Vasquez closed public hearing.

Hensley commented on the language change made by the City of Irwindale on the Specific Plan layout; and positive impact for both organizations.

Farra moved to approve PC Resolution 18-21. Seconded by Wolff. Motion approved 3-0-0-2. (Vote: Yes: Vasquez, Wolff, Farra; No: None; Abstain: None; Absent: Heany, Watson-Gardner).

## 6. ITEMS FROM DIRECTOR:

Director Hensley provide information on the following project:

- City of Hope Specific Plan and zone change on the Council Agenda on October 9th.
- Future workshop with City Council and Developer chosen by Woodward Company to discussed possible changes to the Duarte Station Specific Plan for more residential units and obtain general directions on policy issues.

## 7. ITEMS FROM COMMISSIONERS:

There were no items from the Commissioners.

8. ADJOURNMENT: Monday, October 15, 2018

Chairperson Vasquez adjourned the meeting at 7:26 p.m. The next meeting is scheduled for October 15, 2018.

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Craig Hensley, Secretary

# CITY OF DUARTE
# PLANNING COMMISSION
# M I N U T E S
# February 19, 2019

**Planning Commission**
**Commissioners**
Sara Vasquez, Chair
Wally Wolff, Vice-Chair
George K. Farra
Tina Heany
Paula Watson-Gardner

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

In absence of Chair Vasquez Commissioner Watson-Gardner called the meeting to order at 7:15 p.m.

The following were in attendance:

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|---|---|
| PRESENT | Farra, Heany, Watson-Gardner |
| ABSENT: | Vasquez, Wolff, |
| STAFF | Hensley, Eoff IV, Hernandez |
| DIGNITARIES: | Liz Reilly, Councilmember |

**2.** **PLEDGE OF ALLEGIANCE:**

Farra lead the Pledge of Allegiance.

**3.** **APPROVAL OF MINUTES: September 17, 2018 and February 19, 2019**

Watson-Gardner moved to approve the minutes of September 17, 2018 and February 19, 2019 to the March meeting in absence of Chair Vasquez and Vice-Chair Wolff.

**4.** **COMMISSION REORGANIZATION:**

Watson-Gardner moved to table the Commission Reorganization to the March meeting in absence of Chair Vasquez and Vice-Chair Wolff.

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

Watson-Gardner opened Oral Communications for items not on the Agenda. Seeing none, Watson-Gardner closed Oral Communications.

**6.** **BUSINESS ITEMS:**

**A.** **Site Plan & Design Review Case 19-01: Construction of two new, multi-tenant commercial-retail buildings totaling 8,500 square feet and pedestrian plaza with outdoor dining exceeding 800 s.f.; and repaving and realignment of shopping center parking lot, new landscaping and parking**

**lot lights located at the northeast corner of Huntington Drive & Buena Vista Street.** **(**Attachments: Staff Report and P C Resolutions 19-01).

Director Hensley presented the project in absence of Jason Golding, Planning Manager. He provided a power point presentation, background and history of the project located at 1303-05 Huntington Drive at the former location of Sparr Liquor and Western Dental. He mentioned it was a collaborative effort by the City and Arbor Capital Group to develop the site and improve the shopping center. He also stated that the project was presented to the Architectural Review Board for review and was recommended for approval.

Hensley continued to discuss the design and style of the two buildings that meet the requirements of the Town Center Specific Plan. He provided an illustrative plan of the proposed upgraded parking lot area; and included a brief discussion about the materials, sidewalks, private/public plaza, size and objectives of the buildings, new lighting, new landscape, and new maintenance agreement.

Hensley added that Arbor Capital Group is in contract with existing businesses in the shopping center for potential façade enhancement of the all-encompassing center to provide overall aesthetic improvements.

He indicated that Staff is recommending the approval of this project along with the Conditions of Approval and Resolution 19-01.

He acknowledged the Applicant and Architect present at the meeting.

Watson-Gardner opened Commissioner's Inquiries.

Farra stated that the site size is less than one acre and it does not require the NPDES permit, however, he inquired on how would the storm water be mitigated for the entire parking lot area. Hensley responded by explaining the LID requirements for the new construction site and that the remainder of parking lot improvements are exempt from the LID due to it being considered maintenance.

Watson-Gardner closed Commissioner's inquiries and opened Public Comments.

Ken Mckently, Project Architect, introduced the developer team James Righeimer and Tristan Harris, and addressed the drainage inquiry. He also explained the grade changes and how it will be handled.

Farra expressed his concerns with existing drainage flows onto proposed development and the impacts of potential flooding from existing parking lot. He recommended to add a surface water flow plan to the Conditions of Approval. Hensley explained that the drainage concerns are required to be mitigated in the grading plan.

Discussion between Farra, Harris and Hensley continued regarding the requirements and details of the proper drainage according to the LID and NPDES.

Harris commented on development accomplishments in the past and challenges of the new project requirements.

Watson-Gardner inquired about the vision of the outdoor seating area. Harris explained the layout, enclosure of patio and privacy of the area.

Councilmember Liz Reily inquired if the issue on the façade improvements have been resolved with most of the tenants in the shopping center. Hensley stated that it is a complex and has not been resolved but he is hopeful that after the project is developed the owners will make an effort to make improvements to the overall shopping center. Harris explained that there are different types of owners and there are different responses whether to make upgrades or not, but there will be more communication with owners.

Watson-Gardner closed Public Comments and called for a motion on the item.

Farra moved to approve Site & Design Review 19-01. Seconded by Heany. Motion approved 3-0-0-2 (Yes: Watson-Gardner, Farra, Heany; No: None; Abstain: None; Absent: Vasquez and Wolff).

**7. ITEMS FROM DIRECTOR**

There were no items from the Director.

**8. ITEMS FROM COMMISSIONERS:**

Farra inquired about allowed types of business that are allowed according to the Town Center Specific Plan. Hensley responded that the Town Center Specific Plan is flexible for effective mixed use.

Watson-Gardner informed the Commission that Commissioner Heany and herself are excited to attend the conference given by The League of California Cities, for the Planning Commission Academy on March 6-8.

**9. ADJOURNMENT: Monday, March 18, 2019**

Watson-Gardner adjourned the meeting at 7:58 p.m. The next meeting is scheduled for Monday, March 18, 2019.

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Craig Hensley, Secretary