



**CITY OF DUARTE
PLANNING COMMISSION
M I N U T E S
August 21, 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

Due to the absence of the Chairperson, Pierce motioned for Lefmann to be the Acting Chairperson and seconded by Farra. Motion approved 3-0-2-0. (Vote: Yes: Farra, Lefmann, Pierce; No: None; Absent: Watson-Gardner, Vasquez; Abstain: None).

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

The following were in attendance:

PRESENT:	Lefmann, Farra, Pierce
ABSENT:	Watson-Gardner, Vasquez
STAFF:	Hensley, Golding, Baldwin, Eoff IV, Hernandez

2. PLEDGE OF ALLEGIANCE

Commissioner Farra led the Pledge of Allegiance.

3. APPROVAL OF MINUTES – June 19, 2017

Commissioner Farra moved to approve the minutes. Seconded by Commissioner Lefmann. Motion approved 2-0-2-1. (Vote: Yes: Farra, Lefmann; No: None; Absent: Watson-Gardner, Vasquez; Abstain: Pierce).

4. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Acting Chair Lefmann opened the Oral Communications item. Seeing none Oral Communications were closed.

5. PUBLIC HEARINGS

A. Site Plan and Design Review 2017-16: Construction of a new single-story addition of 3,127 square-feet to the Familian Building on the City of Hope Campus (CRU Building)

Associate Planner Eoff IV presented a detailed staff report of the new single-story 3,127 square-foot addition to the Familian Building on the City of Hope Campus (CRU Building project). Eoff IV noted that non-residential additions greater than 2,500 square feet require a recommendation from the Architectural Review Board (ARB) and final approval from the Planning Commission. He added that the ARB recommended approval of the project at the ARB meeting of July 24, 2017.

Eoff IV provided a description of the existing Familian Building and stated that the proposed new addition would resemble the same unique architectural style, but would incorporate more glass than the existing Familian Building. Eoff IV stated the glass would be located on the north and west elevations and would include a pattern designed to mimic the exterior finish of the existing Familian Building. Eoff IV also described a variety of site improvements such as landscape, concrete walkways, and outdoor seating areas that will also be included with the project.

Eoff IV stated that based on the information provided in the Staff Report and the recommendation from the Architectural Review Board, Staff recommends the Planning Commission adopt PC Resolution 17-10, approving ARB Site Plan and Design Review Case 2017-16, subject to conditions of approval.

Acting Chair Lefmann opened Commissioners' inquiries.

Farra referenced the conditions of approval, Exhibit B-1, Item #2, and asked if the City of Hope would consider a change in color to the building addition or to add an accent color to enhance the facility. Eoff IV replied by stating that the exterior color finish was considered at ARB, with the intent to match and complement the existing building color. The City of Hope Representative added that the colors being proposed match the existing building and the other exterior textures and materials would enhance the project to allow for a consistent look.

Lefmann asked for clarification on the presented rendering A-102; item 4, regarding the new exterior storefront type. Eoff IV clarified the item is referring to the glass.

Acting Chair Lefmann closed Commissioners inquiries and open Public Comments, seeing none Public Comments was closed.

Pierce motioned to approve PC Resolution 17-09. Seconded by Farra. Motion was approved 3-0-2-0. (Vote: Yes: Lefmann, Farra, Pierce; No: None; Absent: Watson-Gardner, Vasquez; Abstain: None).

6. ITEMS FROM DIRECTOR

Hensley introduced Nick Baldwin, Associate Planner, and Duarte resident. He previously worked in the City of Arcadia and welcomed him to the Community Development Department.

Hensley congratulated the Commission and everyone that participated in the process of the Town Center Specific Plan and informed the Commissioners that the Plan was nominated for the State APA Planning Award of Excellence for its innovative content, strong economic development aspect, and public participation process. The Plan has already received the regional APA Planning Award for Comprehensive Plan, small jurisdiction. He stated it's an honor and a testament to the work the City Council, Commissions, Ad Hoc Committee, Staff, and Consultant have contributed to this plan.

Hensley informed the Commission of a Grant received from the Southern California Association of Governments (SCAG) for a plan to implement the traffic calming and urban greening component (e.g. parklets and bulb-outs) of the Town Center Specific Plan.

He informed the Commission of the Entry Sign Contract that the City Council approved, with commencing construction in October. Hensley also provided a brief update on the City of Hope EIR & Specific Plan – that it was nearing completion and will soon be ready for release to the public.

Farra asked about the ownership and Leasing Agency of the empty lot from previous Sparr Liquor Store. Hensley discussed the City ownership of the vacant lot and the exclusive negotiating agreement the City has with the developer.

7. ITEMS FROM COMMISSIONERS

Pierce commented on the low traffic impact for the Royal Oaks School and Duarte High School versus the anticipated concern of heavy traffic. She also asked about the new occupants at the old Starbuck location. Hensley stated he had a discussion with the shopping center owner and there will soon be substantial changes to those suites.

Lefmann thanked Jason Golding for his work in the transaction of moving the Chamber of Commerce to its new facility at 1735 Huntington Drive.

Lefmann discussed her final attended meeting of the SR 710 SOAC Metro EIR project.

8. ADJOURNMENT

Acting Chair Lefmann adjourned the meeting at 7:30 p.m.

Craig Hensley, Secretary