WEST COVINA PLANNING COMMISSION AGENDA
CITY COUNCIL CHAMBERS – FIRST FLOOR
REGULAR MEETING

Tuesday, May 22, 2012
7:00 p.m.

PLEDGE OF ALLEGIANCE Next Resolution No. 12-5468

MOMENT OF SILENT PRAYER/MEDITATION

ROLL CALL

APPROVAL OF MINUTES

Regular meeting, April 24, 2012

ELECTION OF OFFICERS

Motion by _____ seconded by _____ to nominate _____ as Chairman.

Motion by _____ seconded by _____ to close nominations and to elect _____ as Chairman of the Planning Commission.

Motion by _____ seconded by _____ to nominate _____ as Vice Chairman.

Motion by _____ seconded by _____ to close nominations and to elect _____ as Vice Chairman of the Planning Commission.

Chairman Appointment of Subcommittee for Design Review

A. ORAL COMMUNICATIONS

This is the time when any member of the public may speak to the Commission on any matter within the scope of duties assigned to the Commission. Other matters included on this agenda may be addressed when that item is under consideration. For all oral communications, the chairperson may impose reasonable limitations on public comments to assure an orderly and timely meeting. The Ralph M. Brown Act limits the Planning Commission and staff's ability to respond to public comments at this meeting. Thus, your comments may be agendized for a future meeting or referred to staff. The Commission may ask questions for clarification, if desired, at this time.

By policy of the Commission, Oral Communications at this time on the agenda is limited to a total of 15 minutes. Persons who are not afforded the opportunity to speak at this time may do so under Item E. later on the agenda.

B. CONSENT CALENDAR

This is the time for the public to comment on any item on the Consent Calendar. As Consent Calendar items are considered routine in nature, they are normally enacted in one motion. The Chairperson may remove a questioned Consent Calendar item for separate action.

1. FORTHCOMING PLANNING COMMISSION MEETINGS AND PUBLIC HEARING SCHEDULE

   Receive and file.

2. EXTENSION REQUEST
   CONDITIONAL USE PERMIT NO. 11-02

ADMINISTRATIVE USE PERMIT NO. 11-02
APPLICANT: Alice Wong
LOCATION: 1011 Highlight Drive

Request for a one-year extension.

C. PUBLIC HEARINGS

PROCEDURE:

You are encouraged by this Commission to express your views on any matter set for public hearing. It is our procedure to first receive the report of the Planning staff, then to ask for public testimony; first from those in favor of the matter, followed by testimony from those in opposition to it, and, if there be opposition, to allow those in favor, rebuttal testimony only as to the points brought up in opposition. To testify on a matter, you need to simply come forward to the lectern at the appropriate time, give your name, and make your statement. In addition, please fill out a speaker card provided at the podium so it will facilitate preparation of our minutes. Do not be concerned with your possible lack of experience in public hearings. We are interested in what you say, not your level of expertise as a public speaker. After a hearing has been closed, you may not further speak on the matter unless requested to do so by a member of the Commission.

PUBLIC HEARING
(1)
CONDITIONAL USE PERMIT NO. 11-16
CATEGORICAL EXEMPTION
APPLICANT: Guillermo Acosta and Jose Moreno
LOCATION: 191 N. Sunkist Avenue
REQUEST: The applicant is proposing to construct a 636-square foot second dwelling unit on a 16,000-square foot lot currently developed with a single-family residence and detached three-car garage. The proposed second dwelling unit consists of a kitchen, living room, two bedrooms and one bathroom and also includes a 205-square foot attached one-car garage and 205-square foot attached one-car carport.

a. Hear Staff report.
b. Public testimony.
c. Close public testimony and Commission discussion.
d. d. Staff to read Resolution number.
e. Motion/Second to adopt Resolution approving/denying Conditional Use Permit No. 11-16.

This action is final unless appealed to the City Council within 10 days.

D. NON-HEARING ITEM

(1)
REQUEST FOR INITIATION OF A CODE AMENDMENT - TATTOOING

E. CONTINUATION OF ORAL COMMUNICATIONS

Continuation of Item A, Oral Communications

F. COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

This is the time when any member of the Commission may bring a matter to the attention of the full Commission that is within the scope of duties assigned to the Commission. Any item that was considered during the Agenda is not appropriate for discussion in this section of the agenda. NO COMMISSION DISCUSSION OR ACTION CAN BE CONSIDERED AT THIS TIME. If the Commission desires to discuss an issue raised by a speaker or take an action, the Commission may vote to agendize the matter for a future meeting.

(1)
CITY COUNCIL ACTION:

This is an oral presentation of City Council matters and actions, which are in the Commission's area of interest.

(2)
PLANNING DIRECTOR'S REPORT:

a. Subcommittee Minutes
   April 24, 2012 and May 7, 2012
b. Monthly Status Report

G. ADJOURNMENT

Motion/Second to adjourn at _____ p.m.

For further information on an agenda item, please contact the Planning Department, Room 208 in City Hall or call (626) 939-8422.

If you will need special assistance at this meeting, the City will try to accommodate you in every reasonable manner. Please call (626) 939-8422 (voice) or (626) 960-4422 (TTY) from 8 a.m. to 5 p.m. Monday through Friday for assistance. Please call at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services or use of hearing-impaired aid at Planning Commission meetings, please notify the Planning Department at least two (2) working days in advance of the meeting.

Any writings or documents, not exempt from public disclosure, provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the Planning Department, Room 208 of City Hall located at 1444 W. Garvey Avenue, West Covina, during normal business hours.