CITY OF TEMPLE CITY

PLANNING COMMISSION MINUTES

REGULAR MEETING
Tuesday, October 23, 2018, 7:30 P.M.
City Council Chambers, 5938 Kauffman Avenue, Temple City
www.templecity.us

OPENING MATTERS:

- **Call to Order**
- **Roll Call:**
  - PRESENT: Cordes, Marston, Vice-Chair Lee, Chair O'leary
  - ABSENT: Haddad
  - ALSO PRESENT: Planning Manager Reimers, City Attorney Thuyen, and Planning Secretary Scott

    Commissioner Cordes made a motion to excuse Commissioner Haddad for due cause. Seconded by Commissioner Marston and unanimously carried.
- **Pledge of Allegiance**

ORAL COMMUNICATIONS / PUBLIC COMMENT: YES

Jack Chen, Oak View Villas HOA (6306-6312 Oak Avenue), made a request to allow multi-family developments to have a driveway gate.

Planning Manager Reimers stated that his request will be discussed at a future meeting when the city discusses the R-3 code.

Commissioner Cordes made a motion to close public comments. Seconded by Commissioner Marston and unanimously carried.

CONSENT CALENDAR:

1. Planning Commission Meeting of September 11, 2018.

Commissioner Marston made a motion to approve the minutes of September 11, 2018 listed on the Consent Calendar. Seconded by Chair O'Leary and was approved unanimously by the following votes:

AYES:	Commissioner – Cordes, Vice Chair Lee, Marston, Chair O'leary
ABSTAIN:	Commissioner – None
NOES:	Commissioner – None
ABSENT:	Commissioner – Haddad

PUBLIC HEARING ITEMS:

2. File: PL 18-1198 Zoning Code Update

Address: Citywide

Recommendation:
1. Receive staff's presentation
2. Ask questions of staff
3. Take public comment
4. Provide direction to staff on amendments to the Articles

Project Planner: Scott Reimers, Planning Manager
sreimers@templecity.us

Planning Manager Reimers gave a brief summary of the staff report.

Mark Teague, Place Works gave a presentation of recommended changes in the Zoning Code.

Commissioner Lee asked if the non-conforming code applies to buildings constructed without a permit

Mark Teague, Place Works explained that non-conforming provisions only apply to uses and structures legally established.

Commissioner Cordes asked Mr. Teague what authority the Zoning Code and the Planning Commission has over school districts.

Mark Teague, Place Works stated that most development standards and codes related to public schools are set by the Division of the State Architect. The only authority the city has is for improvements that are not related to instruction.

Planning Manager Reimers responded to a concern from Vice-Chair Lee regarding the definition of "existing" by mentioning that the Series 2 Code Amendments will further define the term "existing." He also highlighted that the Commission will have more authority to review multi-family projects with seven or more units and non-residential projects greater than 10,000 square feet.

Commissioner Marston asked for clarification regarding the term of Planning Manager and Community Development Director.

Planning Manager Reimers explained that depending on the subject, the Code refers to the position of Planning Manager or the Community Development Director.

Vice-Chair Lee asked for more information about how the proposed Zoning Code update reflects and aligns with State affordable housing laws.

Planning Manager Reimers stated that density bonus housing law allows for someone to have increased density in exchange for setting aside units for affordable housing. They can get up to a 35 percent increase depending on the percentage of units that are affordable and the rate of affordability. The minimum project size is ten units.

Vice-Chair Lee asked if the City is mandated to provide affordable housing.

Planning Manager Reimers stated that the Housing Element must demonstrate a sufficient number of sites at a specific density to provide for the City's Regional Housing Needs Assessment.

Commissioner Marston asked Mr. Reimers about donation of land to the City under the State Density Bonus Law.

Planning Manager Reimers stated that the most common scenario is when an affordable housing developer constructs a project and then gives the property to the City's housing authority.

Vice-Chair Lee asked Mr. Reimers for clarification regarding what the Commission is responsible for reviewing versus the Director.

Planning Manager Reimers stated that the Table on Page 15, Article C – Administration and Enforcement provides the requested information.

Commissioner Marston asked why the Code refers to a 40-day period at sometimes and a 45-day period at other times. Mr. Reimers stated that there was not any apparent reason and a standard of 40 or 45 day period could be chosen.

Lucy Liu, resident, expressed concern about safety issues related to higher cooking heat in wok kitchens. She thanked staff for including a notification process in the Zoning Code for new projects and supported the idea of pre-application review so project proponents will know all the issues with a project before submitting.

Planning Manager Reimers explained that a wok kitchen can only include a sink and a range top and is smaller than a regular kitchen.

Vice-Chair Lee asked Planning Manager Reimers if there are ventilation requirements in kitchens.

Planning Manager Reimers stated the building code requires stove tops to be vented.

Mark Teague, stated that wok kitchens should be reviewed by the building and safety staff since woks typically use higher heat.

Commissioner Cordes asked Planning Manager Reimers if the definition of a bedroom should include the provision of a window of a certain size.

Planning Manager Reimers stated that the Building Code addresses the requirements for windows in bedrooms.

Vice-Chair Lee asked Planning Manager Reimers how the draft off-street parking code would address issues similar to that caused at Temple City Marketplace.

Planning Manager Reimers stated that the existing parking code allows shopping centers over a certain size to use a standard rate of 1 parking space for every 250 square feet. This would be deleted and replaced with a requirement that the parking for a shopping center is decided by the use within each unit.

Chair O'Leary asked Mr. Teague if Uber has helped with parking issues.

Mark Teague, stated that use of Uber or similar services to reduce onsite parking requirements is something that would be permissible in the Code in some instances but only at the discretion of staff or the Commission.

Chair O'Leary closed public comments.

DISCUSSION ITEMS: NONE

FUTURE AGENDA ITEMS AND REPORTS:

3. **Planning Manager's Report**

Planning Manager Reimers stated this was the last section of the draft zoning code update and that they would be back in November with response to comments and will provide a revised version. In December, staff will be working on an outreach program to try to get input from the community. January will focus on performing outreach. February or March the staff hopes to bring back the zoning code update to the commission for final recommendations. He asked the audience to continue to come to the meetings and give input.

He gave a brief summary of the California Chapter American Planning Association Conference, which occurred the first week of October. He mentioned that the city received second place award for best comprehensive plan for a small jurisdiction for the city's recently adopted Mid-Century General Plan and the Crossroads Specific Plan.

The Series 2 Code Amendments will be reviewed by the City Council in November. The City has put out a request for proposals for development impact fees. The process will take about six months. A 75-unit mixed use project has been submitted under the City's new Crossroads Specific Plan. Cauldron ice cream shop has opened at Camellia Square.

4. **Comments from Commissioners**

Commissioner Cordes – Nonce

Commissioner Haddad – Absent

Commissioner Marston – None

Vice-Chair Lee – None

Chair O'leary – None

ADJOURNMENT:

5. Adjourn to the Planning Commission Meeting of November 13, 2018 at 7:30 p.m., City Council Chambers, Civic Center, 5938 Kauffman Avenue, Temple City.

The Planning Commission Regular Meeting was adjourned at 8:29 p.m.

Chair

Sandra Scott

Secretary