

**CITY OF LAKEWOOD
PLANNING AND ENVIRONMENT COMMISSION
MEETING OF DECEMBER 7, 2017
MINUTES**

A regular meeting of the Lakewood Planning and Environment Commission was called to order by Chairperson Manis at 7:00 p.m. in the Lakewood City Council Chambers, 5000 Clark Avenue, Lakewood, California.

PLEDGE OF ALLEGIANCE

Chairperson Manis led the Pledge of Allegiance.

Commissioner Samaniego offered appreciation to all those who have served in the military in recognition of Pearl Harbor Day.

ROLL CALL: Chairperson Manis
Vice Chairperson McKinnon
Commissioner Samaniego

EXCUSED: Commissioner Quarto
Commissioner Stuckey

Also present: Ivy Tsai, City Attorney
Sonia Dias Southwell, Director
J. Patrick McGuckian, Assistant Director
Paul Kuykendall, Senior Planner
Charles Carter, Neighborhood Preservation Manager
Adrienne Mendoza, City Prosecutor
David Barboza, Assistant Planner
Didier Murillo, Planning Technician
George Bouwens, Community Conservation Representative
Helene Knight, Administrative Secretary

APPROVAL OF MINUTES

There being no objections, Chairperson Manis ordered the Minutes of the Regular Meeting of November 2, 2017 approved as submitted.

ANNOUNCEMENTS AND PRESENTATIONS

Director Southwell announced the Lakewood Celebrates Holiday Reception at 6:00 p.m. on December 12, 2017 in the Weingart Ballroom at Sycamore Plaza.

PUBLIC HEARINGS

CONDITIONAL USE PERMIT NO. 963, REQUESTING APPROVAL FOR COTTAGE FOOD OPERATION ON PROPERTY LOCATED AT 4112 IROQUOIS STREET (Heather Clausen)

Senior Planner Paul Kuykendall delivered the oral report summarizing the written staff report and slide presentation, as contained in the file for Conditional Use Permit No. 963.

Chairperson Manis asked if there any restrictions on the applicant preparing personal food simultaneously with food for customers.

Senior Planner Kuykendall responded that Section 4.M of the proposed Resolution requires the applicant to comply with all federal, state and local laws, including the Lakewood Municipal Code. Sections 9302.17.e and 9320.C.13 impose those restrictions.

Director Southwell explained that Item number five on page four of the staff report references Section 9302.17e of the Lakewood Municipal Code which prohibits cottage food preparation and handling in the home kitchen concurrent with other domestic activities such as childcare, pet care, dishwashing, etc. There is also one missing sentence that prohibits the preparation of family food but that restriction is included in the proposed resolution of approval.

There being no further questions of staff, Chairperson Manis opened the public hearing.

Heather Clausen, 4112 Iroquois Street, Lakewood, California, addressed the Commission, identifying herself as the applicant. Ms. Clausen stated that her cottage food operation would be a bakery specializing in Einkorn wheat, sales made by pre-order initially. Ms. Clausen explained that eventually she would like to transition to selling at the Farmer's Market and ultimately have a storefront.

Chairperson Manis asked Ms. Clausen if she had read the Resolution and was agreeable to the conditions.

Ms. Clausen responded affirmatively.

There being no one else wishing to speak on this matter, Chairperson Manis closed the public hearing and asked the commissioners if there were any questions.

Commissioner Samaniego asked if the product is gluten free.

Ms. Clausen responded that it is not gluten free, but it is made with an ancient grain that has never been hybridized. Therefore, it is very digestible by those who are gluten-sensitive or intolerant, including Ms. Clausen. Ms. Clausen added that she did not recommend it for celiac patients, but that she is waiting for the pending test results that will confirm what degree of fermentation is required in order to make sourdough acceptable for those with celiac.

There being no further questions and no one else wishing to be heard on this matter, Chairperson Manis closed the public hearing.

Commissioner Samaniego moved and Vice Chairperson McKinnon seconded that RESOLUTION NO. 28-2017, A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD, RECOMMENDING APPROVAL OF CONDITIONAL USE PERMIT NO. 963 ON PROPERTY LOCATED AT 4112 IROQUOIS STREET, be approved as submitted.

AYES: COMMISSIONERS: Samaniego, McKinnon, Manis
NOES: COMMISSIONERS: None
ABSENT: COMMISSIONERS: Quarto, Stuckey
ABSTAIN: COMMISSIONERS: None

CONDITIONAL USE PERMIT NO. 961, REQUESTING APPROVAL FOR A MESSAGE ESTABLISHMENT LOCATED AT 500 LAKEWOOD CENTER MALL, #325 (Lijiang Yang for Diamond Massage, Inc.)

Planning Technician Didier Murillo delivered the oral report summarizing the written staff report and slide presentation, as contained in the file for Conditional Use Permit No. 961.

There being no questions of staff, Chairperson Manis opened the public hearing.

Lijiang Yang, 500 Lakewood Center, #325, Lakewood, California, addressed the Commission, identifying himself as the applicant.

Chairperson Manis asked Mr. Yang if he had read the Resolution and agreed to the conditions.

Mr. Yang replied affirmatively.

There being no one else wishing to be heard on the matter, Chairperson Manis closed the public hearing.

Vice Chairperson McKinnon moved and Commissioner Samaniego seconded that RESOLUTION NO. 29-2017, A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD, RECOMMENDING APPROVAL OF CONDITIONAL USE PERMIT NO. 961 ON PROPERTY LOCATED AT 500 LAKEWOOD CENTER, #325, be approved as submitted.

AYES: COMMISSIONERS: McKinnon, Samaniego, Manis
NOES: COMMISSIONERS: None
ABSENT: COMMISSIONERS: Quarto, Stuckey
ABSTAIN: COMMISSIONERS: None

CONDITIONAL USE PERMIT NO. 962, REQUESTING APPROVAL FOR A THREE-STORY APARTMENT BUILDING ON PROPERTY LOCATED AT 20727-20739 ELAINE AVENUE (Luke Chau for Right Time Development Corporation)

Assistant Planner David Barboza delivered the oral report summarizing the written staff report and slide presentation, as contained in the file for Conditional Use Permit No. 962.

Chairperson Manis asked if this is a family complex with children and whether there is an area where children can play.

Assistant Planner Barboza responded that each unit has a balcony and three-story units have two balconies.

Director Southwell explained that they meet the open space requirements as required by Code, but they are not providing additional open space areas with amenities that you may see in larger apartment complexes.

Vice Chairperson McKinnon asked about the procedural process for changing the lot line to make room for the alley.

Director Southwell replied that the alley dedication is processed, but it must be accepted by the Mayor first and then sent to the County Recorder. Director Southwell added that this is not a condo; it is an apartment complex which is permitted by right and the only reason a Conditional Use Permit is required in this case is because of additional height, and that additional height only applies to certain portions of the building.

Vice Chairperson McKinnon asked if this project would only process through the Development Review Board for approval.

Assistant Planner Barboza explained that the applicant has already submitted a lot line adjustment application and has been through the plan check process with our engineering consultant.

Commissioner Samaniego asked if each unit would have a balcony and if the three-story units would have two balconies.

Assistant Planner Barboza replied affirmatively.

Commissioner Samaniego stated that he counted 49 parking spaces on-site and asked if there is additional outside parking.

Assistant Planner Barboza replied that the parking complies with the off-street parking requirements of the Code and explained that each two-bedroom unit would have two parking spaces in addition to a 10% guest parking requirement which provides a total of 59 parking spaces.

Commissioner Samaniego asked about the closest park and elementary school.

Assistant Planner Barboza responded that this building is located in the ABC Unified School District and the closest parks would be Bloomfield Park at Centralia and Pioneer and Palms Park at Norwalk and 207th.

There being no further questions of staff, Chairperson Manis opened the public hearing.

Luke Chau addressed the Commission, identifying himself as the applicant and project manager. Mr. Chau stated that this project has been designed to conform with the surrounding neighborhood. That is why the front of the complex appears to be a single-family residence.

Chairperson Manis asked Mr. Chau if he had read the Resolution and was agreeable to the conditions.

Mr. Chau responded affirmatively.

Commissioner Samaniego asked Mr. Chau if he had developed any other properties in the City of Lakewood.

Mr. Chau replied that he is working on Seine Apartments, a property northwest of this one, about 30 meters across the alley.

Steven Senemar, P.O. Box #577, Yorba Linda, California, 92885, addressed the Commission, identifying himself as the property owner of the vacant lot at 20723 Elaine Avenue, immediately adjacent to the applicant's site. Mr. Senemar expressed his approval of this new development and asked about the proposed fencing on the side and in the front of the complex.

Assistant Planner Barboza responded that the proposal is for six-foot block walls along the north and south property lines, as required by the Lakewood Municipal Code, no fencing along the alley, because this is the access for the driveway and open parking spaces, and no fencing along the front property line.

Mr. Senemar asked about the finishing on the block walls.

Assistant Planner Barboza explained that Exhibit "K" includes both smooth block and split face block and both sides of the walls would reflect variations of these two design elements.

Arthur Pinette, 4323 Quigley Avenue, Lakewood, California, addressed the Commission, identifying himself as a Lakewood resident. Mr. Pinette asked if these units will be for rent, lease, or purchase and if they are one-family units.

Assistant Planner Barboza replied that this is a rental housing complex envisioned as one family per unit.

Director Southwell interjected that it is envisioned as one family per unit; however, there is nothing in the Lakewood Municipal Code restricting these units to traditional families. They are basically 24 household units and there is nothing to prohibit friends and/or students from joining together in one household unit.

Mr. Pinette asked if each unit could be sublet.

Director Southwell replied that these units are not for sub-leasing, but there is nothing prohibiting a person from entering into a lease agreement with two people as opposed to entering into a lease agreement with a spouse. The City does not make those determinations. The request before the Commission is for 24 rental units.

Mr. Pinette asked if the attorney could cite Section 9332.B.1 of the Lakewood Municipal Code.

City Attorney Tsai asked Mr. Pinette what issue he had with that section of the Lakewood Municipal Code.

There being no issue stated, Director Southwell explained that Section 9332.B.1 refers to the requirement for any building exceeding 25 feet in height to secure a Conditional Use Permit.

Although apartment units are permitted by right, any apartment building exceeding the 25-foot height limitation is required to have a Conditional Use Permit.

Juliana Zaragoza, 12017 208th Street, Lakewood, California, addressed the Commission, identifying herself as a resident in this neighborhood for the past year. Ms. Zaragoza stated that parking is already a major issue on this very condensed street. If there is no definition for "family," there is no control and these units could be occupied by multiple families. Ms. Zaragoza stated that parking was a major concern and that she was opposed to this project.

Assistant Planner Barboza explained that there are some conditions in the proposed resolution of approval that specifically address parking, e.g. no storage of boats, inoperative vehicles, trailers or recreational vehicles and no on-site non-emergency auto repair. These conditions are intended to reserve those available spaces for parking. Parking space cannot be rented or leased except in connection with the apartment rental lease.

Director Southwell stated that parking is something the City takes very seriously. That is why there are specific numbers of parking spaces per unit. The City has more control over an apartment complex than they have over single-family residences. There are issues where single-family residence owners choose to use the garage for storage space and park their vehicles on the street. There is more control over multi-family projects where the use of assigned parking spaces can be restricted and this is enforceable because it is supported by a recorded document.

Javier Laguna, 12017 208th Street, Lakewood, California, addressed the Commission, asking when this proposed project would begin construction.

Assistant Planner Barboza stated that, if approved, the applicant would have to submit building plans for review and he estimated spring to summer of 2018.

Mr. Laguna referenced the condition disallowing recreational vehicles, trailers, etc. and asked if there would be a management office where residents could inform someone if this condition is violated.

Luke Chau returned to the podium, stating that he estimated spring or summer of next year as the date for construction to begin, contingent on the submittal process. Mr. Chau added that the project has to process through the City and the County and ultimately, through approximately 12 agencies. Mr. Chau added that there would be a management company, selected by the owner that would be available to receive input from the community by telephone, email or website.

Director Southwell asked Mr. Chau to inform the City of Lakewood Community Development Department of the name and contact information for the management company prior to the completion of construction so that staff will be able to share that information with residents as requested.

Mr. Chau agreed to provide that information, adding that there is also a superintendent present on-site throughout the construction period, and residents are welcome to approach the superintendent with any issues.

Commissioner Samaniego asked if the two areas for trash disposal would be sufficient for 24 units.

Assistant Planner Barboza replied that the applicant is proposing a single trash enclosure. In the preliminary consultations working with the architect staff did consult with the Public Works Department and with EDCO Disposal to evaluate the trash disposal needs. The proposed trash enclosure conforms to results of that consultation.

Director Southwell noted that trash pick-up frequency is also a factor, and that can be increased if necessary.

Assistant Planner Barboza stated that the width of the central driveway is 26 feet, a very specific size that brings the project into compliance with Fire Department requirements. The central driveway is required to be clear and trash-free at all times.

Commissioner Samaniego asked if entrance and/or exit gates would be locked.

Assistant Planner Barboza replied that currently no entrance or exit gates are proposed. Gates are proposed for walkways on the north side only.

There being no further questions and no one else wishing to be heard on this matter, Chairperson Manis closed the public hearing.

Vice Chairperson McKinnon moved and Chairperson Manis seconded that RESOLUTION NO. 30-2017, A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD, RECOMMENDING APPROVAL OF CONDITIONAL USE PERMIT NO. 962 ON PROPERTY LOCATED AT 20727-20739 ELAINE AVENUE, be approved as submitted.

**AYES: COMMISSIONERS: McKinnon, Manis, Samaniego
NOES: COMMISSIONERS: None
ABSENT: COMMISSIONERS: Quarto, Stuckey
ABSTAIN: COMMISSIONERS: None**

BUILDING REHABILITATION BOARD

**6119 HAYTER AVENUE
Jennifer Hall**

Public Nuisance

CCR Bouwens delivered the oral report summarizing the written staff report and slide presentation, as contained in the file for this Code Enforcement Case and requested approval of staff recommendation to declare the property at 6119 Hayter Avenue to be a public nuisance.

There being no questions of staff, Chairperson Manis asked if there was anyone present wishing to be heard on this matter.

Jennifer Hall, 6119 Hayter Avenue, Lakewood, California, addressed the Commission, identifying herself as a person on title for the case related to 6119 Hayter Avenue. Ms. Hall stated that she did not believe she ever received the July 20, 2017 notice, and due to financial constraints, did not think she would be able to fulfill the City's requirements within 60 days. Ms. Hall requested an extension.

Director Southwell responded that an extension could be issued if progress can be verified.

Chairperson Manis asked Ms. Hall if she intends to return the garage to its designated use.

Ms. Hall responded that she never converted the garage; the conversion was in place when they purchased the home in 2011 and she planned to follow the direction of the Planning Department.

Director Southwell explained that the Lakewood Municipal Code does not allow garage conversions and the addition on the back of the garage requires a permit.

Ms. Hall stated that, as first-time home buyers, they are trying to do their best.

Chairperson Manis asked Ms. Hall how long it would take for her to reach compliance.

Ms. Hall stated an estimate of six months to one year, adding that she is not opposed to CCR Bouwens returning to the property for inspection.

Chairperson Manis replied that they could begin tearing down the garage conversion.

Ms. Hall agreed, but noted that that would require a permit.

Director Southwell stated that a demolition permit would be required, but that is pretty simple.

Neighborhood Preservation Manager Charles Carter confirmed that CCR Bouwens would conduct the inspection.

Ms. Hall asked if meeting with a planner within 60 days would satisfy the 60-day requirement.

Director Southwell replied that actual work would have to be done within 60 days, adding that staff would be available at City Hall tomorrow to meet with Ms. Hall. Director Southwell stated that this has been a Code Enforcement Case since 2009, but the current owner purchased the property in 2011.

Deputy City Prosecutor Mendoza stated that 60 days is ample time to accomplish the City's request.

Chairperson Manis asked if anyone else wished to speak on this matter.

There being no one, Chairperson Manis closed the public hearing.

Commissioner Samaniego moved and Commissioner Quarto seconded that RESOLUTION NO. 31-2017, A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD, SITTING AS THE BUILDING REHABILITATION BOARD, RECOMMENDING APPROVAL OF STAFF RECOMMENDATION, ON PROPERTY LOCATED AT 6119 HAYTER AVENUE, be approved as submitted.

AYES: COMMISSIONERS: Samaniego, Manis, McKinnon
NOES: COMMISSIONERS: None
ABSENT: COMMISSIONERS: Quarto, Stuckey
ABSTAIN: COMMISSIONERS: None

REPORTS:

- **Development Review Board** reports for November of 2017 were received and filed.

CORRESPONDENCE: None.

ORAL COMMUNICATIONS: None.

WRITTEN COMMUNICATIONS: None

ADJOURNMENT: The meeting was adjourned at 8:15 p.m.

A handwritten signature in blue ink, appearing to be "C. J. ...", written over a horizontal line.

Secretary