AGENDA FOR THE REGULAR MEETING OF THE

PLANNING COMMISSION

MAY 18, 2016

6:30 P.M.

IRWINDEALE CITY HALL / COUNCIL CHAMBER

Spontaneous Communications: The public is encouraged to address the Planning Commission on any matter listed on the agenda or on any other matter within its jurisdiction. The Planning Commission will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The Planning Commission will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may request from staff to investigate and/or schedule certain matters for consideration at a future Commission or City Council meeting.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a Commission meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection at the Planning Department Counter, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).
As City of Irwindale Planning Commissioners, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Commissioner.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

**Irwindale PLANNING Commission**
A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

D. ROLL CALL: Commissioners: Loretta Corpis, Richard Chico, Robert E. Hartman, Vice-Chair Patricia Gonzales, Chair Arthur R. Tapia

SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. State law prohibits any Commission discussion or action on such communications unless 1) the Commission by majority vote finds that a catastrophe or emergency exists; or 2) the Commission by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Commission cannot (except as stated) participate it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to 2 minutes and each subject limited to 6 minutes, unless such time limits are extended.

1. CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the Commission requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

A. Minutes

Recommendation: Approve the following minutes:

1. Regular meeting of April 20, 2016

2. NEW BUSINESS

3. OLD BUSINESS

4. PUBLIC HEARINGS

A. CONDITIONAL USE PERMIT NO. 01-2016 (IVAN MADRIGAL)

A Request for a Conditional Use Permit to Operate an Automotive Repair and Body Shop in an Existing Building on Property Located at 16238 Arrow Highway in the M-2 (Heavy Manufacturing) Zone.
Recommendation: Adopt Resolution No. 676(16), Entitled:
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE APPROVING CONDITIONAL USE PERMIT NO. 01-2016 FOR THE OPERATION OF AN AUTOMOTIVE REPAIR AND BODY SHOP FACILITY IN AN EXISTING BUILDING LOCATED AT 16238 ARROW HIGHWAY, IRWINDALE IN THE M-2 (HEAVY MANUFACTURING) ZONE, SUBJECT TO CONDITIONS AS SET FORTH HEREIN AND MAKING FINDINGS IN SUPPORT THEREOF

B. SITE PLAN & DESIGN REVIEW PERMIT NO. 02-2015; TENTATIVE PARCEL MAP NO.73909
A Request to Subdivide Four (4) Parcels into Five (5) Parcels and Develop an Approximate 193,000 Square-Foot Industrial Business Park on Property Located at 4224 & 4342 Alderson Avenue and 14808 & 14910 Los Angeles Street in the M-1 (Light Manufacturing) Zone.

Recommendation: Open the public hearing, hear public testimony, and continue the public hearing to a date uncertain.

5. DISCUSSION ITEMS

6. COMMISSIONER COMMENTS

7. CITY MANAGER’S REPORT AND/OR LEGAL COUNSEL COMMENTS

8. COMMUNITY DEVELOPMENT DIRECTOR’S REPORT

9. ADJOURN

AFFIDAVIT OF POSTING

I, Cathy Huicochea, Administrative Secretary, certify that I caused the agenda for the regular meeting of the Irwindale Planning Commission to be held on May 18, 2016 to be posted at the City Hall, Library, and Post Office on May 12, 2016.

Cathy Huicochea
Cathy Huicochea
Administrative Secretary
The Irwindale PLANNING COMMISSION met in a regular session at the above time and place.

ROLL CALL:

Present: Commissioners Loretta Corpis; Robert E. Hartman; Richard Chico; Vice-Chair Patricia Gonzales; Chair Arthur R. Tapia

Also present: Gustavo Romo, Community Development Director; Adrian Guerra, Assistant City Attorney; Brandi Jones, Associate Planner; William Tam, Public Works Director/City Engineer; Edgar Rojas, Engineering and Mining Manager; Cathy Huicochea, Administrative Secretary

SPONTANEOUS COMMUNICATIONS
There were no Spontaneous Communications to report.

1. CONSENT CALENDAR

A. APPROVAL OF MINUTES
The floor was opened for review and approval of the minutes of March 16, 2016. There were no changes to be made and Commissioner Chico motioned to approve the minutes as presented.

MOTION: Commissioner Chico
SECOND: Commissioner Hartman
Ayes: Commissioner Corpis, Commissioner Hartman, Commissioner Chico, Vice-Chair Gonzales, Chair Tapia
Noes: None
Abstain: None

2. NEW BUSINESS

a. Mining Activities Update
Public Works Director/City Engineer William Tam introduced the item and shared that the mining and reclamation update had been prepared in response to the Planning Commission’s request at the February 17, 2016 meeting. He noted that Engineering and Mining Manager Edgar Rojas will make the presentation for all mining sites that are regulated under SMARA.

The presentation included an overview of mining and reclamation activities for United Rock Pit No. 2, United Rock Pit No. 3, United Rock Pit No. 4, J.H. Partners Pit (former United Rock Pit No. 1), Vulcan Durbin Pit, Vulcan Reliance Pit No. 1, Vulcan Reliance Pit No. 2, Hanson Aggregates Pit, Peck Road Gravel Pit and the Azusa Western Pit. Upon completion of the presentation the floor was opened for comments and inquiries.

Mr. Rojas and Director Tam addressed several inquiries which pertained to the following issues:

- Material for the J.H. Partners Pit is imported and is brought in by the operator under a Waste Discharge Permit regulated by the Regional Water Quality Control Board. Documentation is necessary to ensure that the imported material is being screened and checked for any potential contamination before it can be stockpiled at the location. Public Works staff also performs quarterly inspections and reviews documentation to
ensure imported material is in compliance with the permit requirements. Public Works staff also has the ability to request periodic reports on quality of the material.

- The Peck Road Pit is owned by the Bubalo Construction Company.

- The Interim Management Plan (IMP) for mining is currently being utilized by United Rock Pit No. 2 and the last pit that will be reported to the Planning Commission is the Azusa Western Pit. The Azusa Western Pit operator is currently in the process of having the IMP approved and this means that production is only five (5) percent of what was the normal volume. Both pits are still in the IMP approval mode since they are still within the low threshold of production. The remaining pits that were reported are all running normally.

- The term of the IMP is five (5) years with an extension and is processed through the City’s Planning Department. The IMP for United Rock Pit 2 will expire in December 2018. The IMP for the Azusa Western Pit has been submitted to the Planning Department and has been routed for review and comments.

- United Rock Products is currently transporting their material by conveyer system from Pit No. 3 to Pit No. 4 (processing plant) which is located east of Avenida Barbosa.

- Hanson Aggregates has a conveyer system to transport material from their mining pit to their processing plant which is at street level to the north of the pit.

- The Vulcan Durbin pit has a system within their Vulcan Reliance I processing plant which transports material from the pit to the south side of the processing plant.

- Public Works receives reporting of volume on a quarterly basis from individual mining pits. The information is incorporated into separate reports for each mining operation and is presented to the City Council on a quarterly basis.

- With regard to the transporting of material from United Rock Pit No. 3 to United Rock Pit No. 4, Director Tam was explained that for mining tax purposes, reports submitted to Public Works are based on production and volume of material being marketed; those checked by volume are received on a quarterly basis. Annual surveys are conducted based on topographic surveys and volumes either under water or above water are also calculated to verify the numbers.

There were no other inquiries and both Engineering and Mining Manager Rojas and Public Works Director Tam were complimented for the presentation.

3. OLD BUSINESS
There were no Old Business items to report.

4. PUBLIC HEARINGS

A. CONDITIONAL USE PERMIT NO. 04-2013; ZONE VARIANCE NO. 01-2016 (JOSHUA ELLEDGE, DESIGN GROUP FACILITY SOLUTIONS)
Associate Planner Brandi Jones reported that this is a request by Ready Pac Foods to legalize an existing satellite parking lot on property located at 4401 Irwindale Avenue at the corner of Edna Place
and Irwindale Avenue. The applicant is also requesting approval of a variance for distance requirements to the off-site parking facility. This item was first presented to the Planning Commission at the March 16, 2016 meeting and was subsequently continued to the April 20, 2016 meeting to determine if Edna Place is a public or private street. In order to consider indemnification for the City from any liability, staff determined that both Edna Place and Foxdale Avenue are private streets. Therefore the City does not have any control or responsibility of the two streets; accordingly, there is no need for indemnification of the City.

Associate Planner Jones completed the report and stated staff’s recommendation is that the Planning Commission adopts Resolution No. 671(16) approving Conditional Use Permit No. 04-2013 and Resolution No. 672(16) approving Zone Variance No. 01-2016 for the proposed ground level parking lot subject to the attendant Conditions of Approval.

The floor was opened for comments or inquiries staff and the Planning Commission had none at that time. The public hearing was then opened and there was no public input. The public hearing was closed and the floor was opened once again for comments or inquiries.

Chair Tapia referenced Resolution No. 671(16) and Condition No. B-5 which states the following: “Standard parking stalls shall measure a minimum of 9’-0” x 19’-0”. He indicated that he was not able to locate any reference in the Conditions of Approval on the types of vehicles that can and cannot be parked in the parking lot. He emphasized his concern over commercial vehicles (diesels, combinations of vehicles and trailers, buses, etc.) that might be allowed to park in the parking lot. He asked for the Commission’s input and suggested a revision to the Condition of Approval in order to prohibit oversized vehicles from the parking lot and from being parked in multiple parking spaces. He emphasized that assumptions should not be made since this subject matter is not clearly identified.

Community Development Director Romo replied that Chair Tapia raised a valid point and stated staff’s intent is that the parking lot should only be reserved for employees and non-commercial vehicles. Commercial vehicles such as diesels, tractor/trailers, motor homes, vehicles over 6,000, etc. should not be allowed in the parking lot. He added that if it is the Planning Commission’s intent; language can be added to ensure that commercial vehicles are not allowed to be parked in the parking lot. He agreed that the parking lot should not look like a contractor’s storage yard and is strictly an overflow parking lot for employees.

Commissioner Chico agreed with Chair Tapia and had no objections to the concerns he raised. He indicated that commercial vehicles parked on the site can begin with a motor home, per se, followed by a truck loaded with trash which can easily be the same size as a motor home.

After further discussion a short break was taken at 7:05 pm to have staff, legal counsel and the applicant draft new language. The meeting was called back to order at 7:10 pm and Assistant City Attorney Adrian Guerra stated that new language had been drafted by Associate Planner Jones which would be added to Condition of Approval No. B-4. The new language was read into the record as follows: “The parking lot shall be used exclusively for Ready Pac employees and visitors, with the exception of uses allowed pursuant to the City’s Special Event Permit provisions. The parking lot shall be limited to non-commercial passenger vehicles, not exceeding 6,000 pounds and no more than two (2) axles. No fleet vehicles.”

Assistant City Attorney Guerra suggested that if the proposed language was acceptable to the Planning Commission, that the public hearing should be reopened to ensure that the applicant had no objections. The public hearing was reopened to have the applicant give his input.
Albert Buffa, 4401 Foxdale Avenue, Irwindale
Applicant representative Albert Buffa introduced himself and stated that he is in charge of engineering and maintenance for Ready Pac Foods. He believed the proposed language met the Planning Commission’s requirements and added that Ready Pac Foods would be flexible to any other requests.

There were no inquiries for Mr. Buffa and the public hearing was closed. The Planning Commission stated their satisfaction with the proposed language and the floor was opened for a motion. Commissioner Hartman motioned to adopt Resolution No. 671(16) approving Conditional Use Permit No. 04-2013 and Resolution No. 672(16) approving Zone Variance No. 01-2016 for the proposed ground level parking lot with the revised Conditions of Approval.

MOTION: Commissioner Hartman
SECOND: Vice-Chair Gonzales
Ayes: Commissioner Corpis, Commissioner Hartman, Commissioner Chico, Vice-Chair Gonzales, Chair Tapia
Noes: None
Abstain: None

5. DISCUSSION ITEMS
There were no Old Business items to report.

6. COMMISSIONER COMMENTS

Chair Tapia:

- Spoke about a general condition of approval which is included in most Planning Commission resolutions. He then referenced General Condition of Approval No. A.2 pertaining to the public hearing item that was just heard and he read the condition into the record. The condition of approval stated the following: “The Applicant shall agree and consent, in writing, to each and every condition of permit approval set forth herein within twenty (20) days from the adoption of this Resolution by the Planning Commission approving the Conditional Use Permit.” He was unclear where the twenty (20) day acceptance period originated and felt it was too long since applicants should be fully aware and understand all Conditions of Approval before a project is presented to the Planning Commission. He also brought up the fact that an applicant may possibly disagree with their Conditions of Approval after the Planning Commission has taken action and that the applicant may decide not to sign and accept them. He also asked about the length of time before a case is brought before the Planning Commission.

In response to the comments raised, Director Romo replied that cases can take anywhere from three months to a year before it is brought before the Planning Commission. He noted that draft Conditions of Approval are generally presented in final form to the applicant for review and comment at least one to two weeks before agenda packets are prepared. He added that staff wants to ensure applicants are in full agreement before any recommendation of approval is made and before a public hearing is even noticed and scheduled.

Upon checking the Municipal Code for information regarding the acceptance period, staff found that IMC Section 17.80.090 (Application Decision by Resolution) contained a reference and it was read into the record as follows: “Within 30 days following a public hearing upon a variance or a CUP, the planning commission shall by resolution, approve,
conditionally approve or deny the same. The resolution shall contain a statement of facts upon which the decision is based. The decision of the planning commission shall be final and conclusive upon the 20th day following the date of adoption of the resolution of the planning commission or upon the day following the next regularly scheduled city council meeting, whichever is the latest, in the absence of the filing of a written appeal.”

Commissioner Chico asked if an entitlement is considered null and void if an applicant does not sign and accept the Conditions of Approval. Director Romo replied that at that point an entitlement would be considered null and void. He then asked legal counsel that once the Planning Commission takes action on an item, can the City revoke an entitlement if the applicant does not sign and accept their Conditions of Approval within the twenty (20) acceptance period.

Assistant City Attorney Guerra replied that the twenty (20) day acceptance period is a standard procedure he has seen in every city he has worked with and it is required in virtually every municipality. He indicated the intent is to have something in writing confirming an applicant is agreeable to the Conditions of Approval so in the event an applicant returns and voices disagreement, the City has documentation that the applicant had signed and accepted the Conditions of Approval. With regard to not signing the Conditions of Approval within the acceptance period, he made the argument that if they are not signed and accepted within the acceptance period, the entitlement is null and void and there is no need to bring the item back before to the Planning Commission.

Chair Tapia stated that in his opinion if an applicant ever challenges their Conditions of Approval, the item should have to come back before the Planning Commission if the Planning Commission was the final approving body.

Assistant City Attorney Guerra agreed and stated that if an applicant has an issue with the Conditions of Approval after Planning Commission approval, he would most likely ask the applicant to sign the document and then apply for an amendment, which is the cleanest way to approach the issue. If the applicant was adamant and refused to sign the Conditions of Approval, the applicant would be directed to file an appeal to the City Council. To be clear, staff would never revise the Conditions of Approval after an item has been approved. The item would have to be brought back to the Planning Commission and/or be appealed to the City Council.

7. CITY MANAGER’S REPORT AND/OR LEGAL COUNSEL COMMENTS

A short discussion was held on how the Planning Commission conducted itself during the public hearing item that had just been heard. Chair Tapia wanted to ensure they handled themselves by the book and asked for legal counsel’s insight. Assistant City Attorney Guerra replied that the Commission conducted itself well. However, he would have suggested that Chair Tapia had raised the condition issue regarding vehicles that can be parked in the parking lot before the public hearing had been opened. The matter could have actually been raised after Associate Planner Jones completed her report. But again, the issue was raised, the public hearing was reopened and the applicant was given an opportunity to speak on the matter which is what really counts.

Commissioner Chico asked if opinions can be made about Conditions of Approval during the procedural process. Assistant City Attorney Guerra replied that questions and opinions can be made. This can, however, be considered a fine line because questions that are sometimes asked can suggest an opinion has already been made.
8. **COMMUNITY DEVELOPMENT DIRECTOR’S REPORT**
Updates were given regarding the following issues:

- Community Development Director Romo gave an update regarding Alpha Street properties and shared that staff recently gave a presentation to the City Council, at the City Council’s request, at the April 13, 2016 City Council meeting. The presentation included information on the status of Conditional Use Permits (some which the Planning Commission has taken action on); existing Code Enforcement issues; a chart identifying Code Enforcement activities from 2000-2013 and a chart identifying Code Enforcement activities from 2013 to the present. The City Council was satisfied with the presentation and staff will continue bringing Conditional Use Permits before the Planning Commission.

- Public Works Director Tam gave an update in response to concerns that were raised at the March 16, 2016 Planning Commission meeting regarding shrub overgrowth in the vicinity of the Irwindale Gold Line Station. He spoke about future plans to have the overgrowth removed which should be completed within the next few weeks. A proposal will also be made to install chain link fencing along the Irwindale Avenue side to prevent falls. The proposal will be requested as part of next fiscal year's capital improvement program. If funding is granted, installation of the chain link fencing will be implemented in July 2016.

Vice-Chair Gonzales asked if the area underneath the Irwindale Avenue overpass has lighting or if lighting was only installed at the Gold Line Station and the parking structure.

Public Works Director Tam replied that he was not 100% certain but there should be lighting underneath the structure. He attended the grand opening of the Gold Line Station and did not suspect any unusual lighting problems at the time. He offered to look into the matter and will return with an update at the next Planning Commission meeting. Commissioner Hartman shared his belief that the area underneath the overpass is lit up and remembered seeing what looked like recessed lighting.

Chair Tapia asked if security cameras are installed in the parking structure. Director Tam replied he did not believe security cameras are installed but since Metro owns and operates the parking structure, they would be the responsible party. Metro security and the County Sheriff’s Department frequently patrols the area and the Irwindale Police Department also had some involvement in the design of the parking structure. He will look into this matter as well and return with an update at the next Planning Commission meeting.

Chair Tapia thanked both directors and code enforcement as well for the good job being done to address the white van issue on Irwindale Avenue. Director Romo replied that he will pass on the compliment to Code Enforcement Officer Tyler.

9. **ADJOURNMENT**
There being no further business to conduct, the meeting was adjourned at 7:35 pm.

__________________________________________
Chair Arthur R. Tapia
ATTEST:

__________________________
Cathy Huicochea, Administrative Secretary

Approved as presented at the meeting held May 18, 2016.
Date: May 18, 2016

To: Honorable Chair and Members of the Planning Commission

From: Gustavo Romo, Community Development Director

Project Planner: Brandi Jones, Associate Planner

Project: Conditional Use Permit No. 01-2016
Strasse Sport

Applicant: Ivan Madrigal

Property Owner: Lee Arce Development Company

Project Location: 16238 Arrow Highway (APN: 8617-034-003)
Staff Recommendation: That the Planning Commission approve Conditional Use Permit No. 01-2016 subject to the attached Conditions of Approval.

REQUEST
The applicant is requesting a Conditional Use Permit to operate an automotive repair and body shop in an existing building. The use is located within the M-2 (Heavy Manufacturing) zone and, therefore, requires a Conditional Use Permit per IMC Subsection 17.40.015(3) – Automobile repair garage, all operations to be within a completely enclosed building.

LOCATION AND SITE HISTORY
The subject property is comprised of ±1.01 acres (44,160 square-feet). There are currently three (3) existing buildings on-site, each comprised of ±6,000 square feet.

There are no existing discretionary permits on file for this property. However, various non-discretionary permits have been approved, including building permits, for the original construction of the three (3) buildings.

The subject building has been occupied by the applicant since 2015. This request is for the legalization of the use.

GENERAL PLAN AND ZONING
The site is designated in the General Plan as Industrial/Business Park and zoned M-2 (Heavy Manufacturing).

The site is surrounded by the following zones and uses:

<table>
<thead>
<tr>
<th>Direction</th>
<th>Existing Land Use</th>
<th>Zoning District</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Industrial Tilt-Up Buildings/ Vacant Lot/Church/Single-Family Homes</td>
<td>M-1, Light Manufacturing; R1, Single Family Residential</td>
</tr>
<tr>
<td>South</td>
<td>Manning Pit</td>
<td>M-2, Heavy Manufacturing</td>
</tr>
<tr>
<td>East</td>
<td>Industrial Tilt-Up Buildings</td>
<td>M-2, Heavy Manufacturing</td>
</tr>
<tr>
<td>West</td>
<td>Industrial Tilt-Up Buildings</td>
<td>M-2, Heavy Manufacturing</td>
</tr>
</tbody>
</table>

ENVIRONMENTAL REVIEW
The proposed project is exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15301 (Class 1; Existing Facilities) of the CEQA Guidelines. If action is taken to approve the project, a Notice of Exemption (NOE) will be filed with the County Clerk. The NOE is on file at the Community Development Department and available for review by the public.

PROJECT DESCRIPTION
The Applicant is proposing to legalize the operation of an existing automotive repair and body shop. The operation currently consists of body work and/or repairing several automobile makes and models. The ±6,000 square-foot building has an office,
restrooms, spray booth, and three (3) car lifts with the remaining area used for body/repair work and storage. The proposed days and hours of operation are Monday through Saturday: 9:00 A.M. – 8:00 P.M., closed every Sunday.

There are forty-six (46) existing parking stalls on-site sixteen, (16) of which are adjacent to the building. Only twelve (12) spaces are required for this project.

Parking for the proposed use can be broken down as follows:

<table>
<thead>
<tr>
<th>Use</th>
<th>Square Footage</th>
<th>Required Parking Ratio</th>
<th>Total Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Body/Painting/Repair</td>
<td>4,980</td>
<td>1/500 sf</td>
<td>10</td>
</tr>
<tr>
<td>Storage</td>
<td>600</td>
<td>1/1000 sf</td>
<td>1</td>
</tr>
<tr>
<td>Office</td>
<td>180</td>
<td>1/350 sf</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5,760</strong></td>
<td><strong>N/A</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

The site is accessed primarily via Arrow Highway from two (2) existing driveway approaches. Secondary access is available to the west from Allen Drive.

**ANALYSIS**

Before any Conditional Use Permit is granted, the applicant must show, to the satisfaction of the Planning Commission or the City Council (if appealed), the existence of the following findings of fact. Staff has determined that the findings can be made based on the analysis shown:

A. That the site for the proposed use is adequate in size and shape.

   The site is a rectangular-shaped, ±44,160 square-foot parcel and has adequate area for on-site circulation, parking, and proposed business operations. There are no proposed changes to the size of the building, which would affect the footprint, parking and circulation.

B. That the site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use.

   Primary ingress and egress are provided via two (2) driveways on Arrow Highway, with secondary access from Allen Drive. There is also reciprocal access from each of the adjacent properties, which also have access directly from Arrow Highway. The proposed use will generate very limited and periodic additional traffic. No additional roadways will be required for the operation of this project.

---

1 Square footage does not include restrooms or hallway.
C. That the proposed use will not have an adverse effect upon adjacent property.

Adjacent properties will not be affected because the existing use will not be altered in any significant way. There is no proposed change to the square footage of the building. As an automotive repair and body shop facility, adjoining property owners, which are also industrial-type users, will not be affected by additional noises, smells, waste or other annoyances typically associated with permitted industrial uses in the area. All activities are to be conducted within an enclosed building. In addition, the proposed use is less intense than many uses permitted by right or conditionally in the M-2 (Heavy Manufacturing) zone. Therefore, the impact of the facility on the surrounding properties is expected to be insignificant.

RECOMMENDATION
That the Planning Commission adopt Resolution No. 676(16) approving Conditional Use Permit No. 01-2016 for the proposed automotive repair and body shop subject to the attendant Conditions of Approval.

ATTACHMENTS
Exhibit A: Resolution No.676(16) with Conditions of Approval
Exhibit B: Site Plan/Floor Plan
RESOLUTION NO. 676(16)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE APPROVING CONDITIONAL USE PERMIT NO. 01-2016 FOR THE OPERATION OF AN AUTOMOTIVE REPAIR AND BODY SHOP FACILITY IN AN EXISTING BUILDING LOCATED AT 16238 ARROW HIGHWAY, IRWINDALE IN THE M-2 (HEAVY MANUFACTURING) ZONE, SUBJECT TO CONDITIONS AS SET FORTH HEREIN AND MAKING FINDINGS IN SUPPORT THEREOF

A. RECITALS.

(i) Ivan Madrigal, lessee of 16238 Arrow Highway, Irwindale, CA 91706, the Applicant, has made a request for a Conditional Use Permit pursuant to Section 17.80 of the Irwindale Municipal Code (IMC), to allow for the operation of an automotive repair and body shop facility in an existing building located at 16238 Arrow Highway.

(ii) The Subject Property is zoned M-2 (Heavy Manufacturing). Hereinafter in this Resolution, the subject Conditional Use Permit shall be referred to as the “Application.”

(iii) On May 18, 2016, the Planning Commission conducted a duly noticed public hearing, as required by law, on the Application and conditionally approved the Application at that same meeting subject to the approval of a Resolution, which would detail the specific Conditions under which the Application was approved.

(iv) All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION.

NOW, THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Irwindale as follows:

1. The Planning Commission hereby specifically finds that all of the facts set forth in Recitals, Part A, of this Resolution are true and correct.

2. Based upon substantial evidence presented to this Planning Commission during the public hearing conducted with regard to the Application, including written staff reports, verbal testimony, site plans and Conditions of Approval attached hereto as Exhibit “A,” this Planning Commission hereby specifically finds as follows:

a. That the site for the proposed use is adequate in size and shape.

The site is a rectangular-shaped, ±44,160 square-foot parcel and has adequate area for on-site circulation, parking, and proposed business operations. There are no proposed
changes to the size of the building, which would affect the footprint, parking and circulation.

b. That the site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use.

Primary ingress and egress are provided via two (2) driveways on Arrow Highway, with secondary access from Allen Drive. There is also reciprocal access from each of the adjacent properties, which also have access directly from Arrow Highway. The proposed use will generate very limited and periodic additional traffic. No additional roadways will be required for the operation of this project.

c. That the proposed use will not have an adverse effect upon adjacent property.

Adjacent properties will not be affected because the existing use will not be altered in any significant way. There is no proposed change to the square footage of the building. As an automotive repair and body shop facility, adjoining property owners, which are also industrial-type users, will not be affected by additional noises, smells, waste or other annoyances typically associated with permitted industrial uses in the area. All activities are to be conducted within an enclosed building. In addition, the proposed use is less intense than many uses permitted by right or conditionally in the M-2 (Heavy Manufacturing) zone. Therefore, the impact of the facility on the surrounding properties is expected to be insignificant.

3. The City, as the Lead Agency, determined that the project as proposed is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1; Existing Facilities), which exempts the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s CEQA determination.

4. Based upon the substantial evidence and conclusions set forth herein above, this Planning Commission hereby approves the Application subject to the conditions set forth in Exhibit “A” attached hereto and by this reference incorporated herein, which conditions are deemed necessary to protect the public health, safety and general welfare and are reasonable and proper in accordance with the intent and purposes of Title 17 of the Irwindale Municipal Code.

5. The Secretary shall:

a. Certify to the adoption of this Resolution; and
b. Forthwith transmit a certified copy of this Resolution, by certified mail, to the Applicant at the address of record set forth in the Application.

ADOPTED AND APPROVED this 18th day of May 2016.

________________________________________
Chairman

ATTEST:

________________________________________
Secretary

I, Gus Romo, Community Development Director of the City of Irwindale, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Irwindale held on the 18th day of May 2016, by the following vote:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

________________________________________
Secretary
EXHIBIT “A”

PLANNING COMMISSION RESOLUTION NO. 676(16)

Conditional Use Permit No. 01-2016
Strasse Sport
16238 Arrow Highway

FINAL CONDITIONS OF APPROVAL

A. GENERAL CONDITIONS

1. The activities authorized by this Conditional Use Permit are for the operation of an automotive repair and body shop facility, which shall commence within twelve (12) months from the date of approval. Thereafter, if the activities have been abandoned for ninety (90) or more days, the Conditional Use Permit approval shall expire and become null and void, unless a written request for extension is received by the Community Development Director at least thirty (30) days prior to such expiration or abandonment. The granting body, upon good cause shown by the Applicant, may extend the time limitations imposed by this section for a period not to exceed one (1) year.

2. The Applicant shall agree and consent, in writing, to each and every condition of permit approval set forth herein within twenty (20) days from the adoption of this Resolution by the Planning Commission approving the Conditional Use Permit.

3. The signed Final Conditions of Approval shall be photocopied and included as a sheet in the plans.

4. Plans for any proposed site improvements shall be submitted to the Los Angeles County Fire Department and City Building Department for review and approval prior to the issuance of Building Permits.

5. All graffiti shall be adequately and completely removed or painted over within 48 hours of notification to Strasse Sport of such graffiti being affixed on any structure or fence at the site.

6. This Conditional Use Permit may be revoked for any violation of or noncompliance with any of these conditions or other codes, regulations of standards enforced by or beneficial to the City of Irwindale in accordance with IMC Section 17.80.140.

7. The Applicant shall defend, indemnify and hold harmless the City of Irwindale, its agents, officers, or employees from any claims, damages, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul, and approval of the City, its advisory agencies, appeal boards, or
legislative body concerning Conditional Use Permit No. 01-2016. The City will promptly notify the permittee of any such claim, action or proceeding against the City and will cooperate fully in the defense.

8. City inspectors shall have access to the site to reasonably inspect the site during normal working hours to assure compliance with these conditions and other codes with a 48-hour notification to Strasse Sport to ensure complete accessibility.

9. The facility and use thereof shall be maintained in full compliance with all codes, standards, policies and regulations imposed by the City, County, State or Federal agencies with jurisdiction over the facility.

10. Any and all fees required to be paid to any public agency shall be paid prior to obtaining any permit for this project.

11. All appropriate practices shall be adopted to control dust, odor and vermin.

12. Upon receipt of a complaint related to any condition of approval imposed by this Conditional Use Permit, the City shall notify the Applicant of the alleged violation, and the Applicant shall commence to cure within ten (10) days after the receipt of the notice.

13. The Subject Site shall be maintained free and clear of any accumulations of trash, debris, waste, and combustible and/or flammable materials, other than the related materials specifically authorized under this Conditional Use Permit.

14. The use and improvements authorized by this Conditional Use Permit shall conform to the plans as finally approved by the City as conditioned herein, and any appreciable modification as determined by the Community Development Director shall require the prior approval of the Planning Commission.

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. The project shall substantially conform to submitted plans date-stamped May 11, 2016, except as modified herein. Future modifications that are not in substantial conformance, as determined by the Community Development Director, shall require modification of this approval subject to the provisions of the IMC Section 17.80.160 “Modification.”

2. This Conditional Use Permit is for the authorization to operate an automotive repair and body shop facility only.

3. The hours of operation shall be limited to Monday through Saturday, 9:00 A.M. to 8:00 P.M.
4. Parking lot and driveway asphalt shall be not allowed to enter a state of disrepair.

5. Parking lot shall be restriped where faded.

6. A minimum of twelve (12) parking stalls shall remain available for employee and customer parking. Clients’ vehicles, which are being serviced, are not permitted to be parked in these stalls. The four (4) surplus parking stalls may be used for client vehicles as long as the vehicles are not being worked on and are drivable (e.g., all wheels and tires must be in good repair, hood must remain closed, vehicle must appear fully functional, etc.).

7. Vehicles shall not park in the “Police Parking” designated areas.

8. No testing of engines shall occur before 10:00 A.M. or after 6:00 P.M. on any day. This includes, but is not limited to, revving.

9. The existing pole sign shall be refurbished as necessary, including paint and new sign face, to be approved separately through a sign permit.

10. A final inspection conducted by the Community Development Department shall be required.

11. All repair and body shop activities shall be conducted within a completely enclosed building. This includes but is not limited to: washing, rinsing, sanding, drying, spraying, assembly/disassembly or draining.

C. PUBLIC WORKS DEPARTMENT

1. That adequate “on-site” parking shall be provided per City requirements, and existing 20 feet wide driveway located east of the proposed building shall be striped and painted with pavement markings for “No Stopping and Parking Any Time.”

2. That the owner/developer shall obtain an Industrial Waste permit for any industrial waste discharge to the City sanitary sewers system.

3. That the owner/developer shall comply with the National Pollutant Discharge Elimination System (NPDES) program and shall require the general contractor to implement storm water/ urban runoff pollution prevention controls and Best Management Practices (BMPs) on all construction sites in accordance with the City Code. The owner/developer will also be required to submit a Certification for the project and will be required to prepare a Storm Water Pollution Prevention Plan (SWPPP). Said plan shall be prepared by a licensed civil engineer.
4. Unless exempted by the Los Angeles Regional Water Quality Control Board, a Covenant and Restriction ensuring the provisions of the approved SWPPP shall also be required.

5. Building permits shall be obtained from the Building and Safety Division and all construction shall be in compliance with the current 2014 LA County Building Code. Applicant shall submit project plans prepared by a California licensed Architect and/or Engineer for the construction of Spray Booths and all related improvement based on the attached BCM 416 A1 - SPRAY BOOTHs, SPRAY ROOMS, AND SPRAYING SPACES

D. FIRE DEPARTMENT

1. The Applicant shall obtain all applicable approvals and permits from the Los Angeles County Fire Department.
Date: May 18, 2016

To: Honorable Chair and Members of the Planning Commission

From: Gustavo Romo, Community Development Director

Project Planner: Debby Linn, Contract Planner

Project: Tentative Parcel Map No. 73909/Site Plan Development Review Permit No. 02-2015
Subdivision of four (4) parcels into five (5) parcels and development of approximate 193,000 square-foot Industrial Business Park

Applicant: Seventh Street Development, Inc.

Property Owner: City of Irwindale and Successor Agency to the Former Irwindale Community Redevelopment Agency (ICRA)

Project Location: 4224 & 4342 Alderson Avenue and 14808 & 14910 Los Angeles Street (APNs: 8437-019-900, 901 & 902 and 8437-020-900 Portion)
Staff Recommendation: That the Planning Commission open the public hearing, receive public input, discuss Tentative Parcel Map (TPM) No. 73909 and Site Plan & Design Review (SP&DR) No.02-2015, and continue the public hearing to a date certain.

REQUEST
The Applicant is requesting approval of TPM No. 73909 and SP&DR No. 02-2015 for the subdivision of four (4) parcels into five (5) parcels and development of an approximate 193,000 square-foot light industrial business park.

LOCATION AND SITE HISTORY
The project site is comprised of 10.02 gross acres located at the southeast corner of Los Angeles Street and Alderson Avenue. The project site is bounded on the east by Successor Agency (to the former Irwindale Community Redevelopment Agency)-owned property currently leased to the veterans hall, AMVETS Post 113, on the southeast by Southern Pacific Railroad right-of-way and the City of Baldwin Park, on the north by the Olive Pit Mine, and on the west and northwest by the City of Baldwin Park. The two corner parcels of the project site (comprising approximately 1.93 acres) are currently occupied by the City’s archives storage building and presently owned by the City of Irwindale. The other two parcels making up the majority of the site are owned by the Successor Agency to the Irwindale Community Redevelopment Agency (ICRA) and are vacant.

On August 26, 2015 the City entered into a Purchase and Sale Agreement (PSA) with the Applicant for the sale of the project site for purposes of development by the Applicant of a light industrial business park. As a condition prior to closing of escrow, the PSA requires the Applicant to obtain Planning Commission recommendation on the development application for the proposed project and to obtain City Council approval of the project within 30 days of the Planning Commission recommendation.

GENERAL PLAN AND ZONING
The project site is designated in the General Plan as Commercial/Industrial and zoned M-1 (Light Manufacturing). The site is surrounded by the following uses and zoning:

<table>
<thead>
<tr>
<th>Direction</th>
<th>Existing Land Use</th>
<th>Zoning District</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Olive Pit &amp; City of Baldwin Park Single Family Residential</td>
<td>Agricultural &amp; City of Baldwin Park R-1</td>
</tr>
<tr>
<td>South</td>
<td>City of Baldwin Park Light Industrial</td>
<td>Baldwin Park Industrial Commercial</td>
</tr>
<tr>
<td>East</td>
<td>AMVETS Post 113 (Not a Part) and City of Baldwin Park Light Industrial</td>
<td>M-1 and Baldwin Park Industrial Commercial</td>
</tr>
<tr>
<td>West</td>
<td>City of Baldwin Park Industrial and Single Family Residential</td>
<td>Baldwin Park Industrial Commercial &amp; R-1</td>
</tr>
</tbody>
</table>

ENVIRONMENTAL REVIEW
Planning Commission Meeting
Tentative Parcel Map No. 73909/Site Plan&Design Review No. 02-2015

May 18, 2016
The City is in the process of preparing an Initial Study to determine the type of environmental determination that will be made for the Project pursuant to the provisions of CEQA. The recommended environmental determination is pending, and therefore the appropriate environmental documentation will not be reviewed at this public hearing. The draft Initial Study and environmental document prepared for the project will be circulated for public review prior to the scheduled public hearing for recommendation by the Planning Commission on the project to the City Council.

**PROJECT DESCRIPTION AND ANALYSIS**

The proposed business park project consists of five new parcels. Each parcel will be developed with a building to be used for manufacturing and warehouse uses which will also include ancillary office space for support administrative activities associated with the primary industrial uses. The business park is proposed to be developed on a speculative basis without pre-commitments from buyers or tenants; however, conditions of approval will be included as part of the project requiring that all users with the business park comply with the City of Irwindale M-1 zoning standards and regulations through the business license and zoning compliance process prior to occupancy of each use. It is anticipated that the project operations will be conducted during regular business hours; however, some manufacturers may have evening and night shifts. All operations will be conducted inside the buildings.

The Applicant proposes to subdivide the project site into five parcels for purposes of development of light industrial business park uses on each parcel. Table 1, “Project Summary”, below describes the proposed land use and parking for each parcel.

<table>
<thead>
<tr>
<th>Parcel/Building</th>
<th>Office (Square Feet)</th>
<th>Manufacturing (Square Feet)</th>
<th>Warehouse (Square Feet)</th>
<th>Total (Square Feet)</th>
<th>Parking Spaces Required¹</th>
<th>Parking Spaces Provided (includes required parking for office area in each building)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/A</td>
<td>5,000</td>
<td>4,700</td>
<td>38,800</td>
<td>48,500</td>
<td>58</td>
<td>71</td>
</tr>
<tr>
<td>2/B</td>
<td>5,000</td>
<td>3,300</td>
<td>33,200</td>
<td>41,500</td>
<td>51</td>
<td>64</td>
</tr>
<tr>
<td>3/C</td>
<td>5,000</td>
<td>600</td>
<td>22,400</td>
<td>28,000</td>
<td>38</td>
<td>46</td>
</tr>
<tr>
<td>4/D</td>
<td>5,000</td>
<td>380</td>
<td>23,520</td>
<td>28,900</td>
<td>37</td>
<td>46</td>
</tr>
<tr>
<td>5/E</td>
<td>5,000</td>
<td>4,160</td>
<td>36,640</td>
<td>45,800</td>
<td>55</td>
<td>67</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>25,000</strong></td>
<td><strong>13,140</strong></td>
<td><strong>154,560</strong></td>
<td><strong>192,700</strong></td>
<td><strong>239</strong></td>
<td><strong>294</strong></td>
</tr>
</tbody>
</table>

**Project Landscaping**

Approximately 13% of the project site is proposed for landscaping as summarized in Table 2, “Project Site Landscaping,” in compliance with the City’s Zoning Code.

¹ **Mfg/warehouse**: 1 space for each 350 sq. ft. for the first 10,000 sq. ft. of gross floor area, and 1 space for each 500 sq. ft. for the next 40,000 sq. ft. of gross floor area, and 1 space for each 1,000 sq. ft. for the next 50,000 sq. ft. of gross floor area. **Office**: 1 space for each 350 sq. ft. of gross floor area.
Table 2. Project Site Landscaping

<table>
<thead>
<tr>
<th>Parking Area Landscaping Required</th>
<th>Parking Area Landscaping Provided</th>
<th>Site Area Landscaping Required</th>
<th>Site Area Landscaping Provided</th>
<th>Total Landscape Area Provided</th>
<th>Landscape Area as a % of Total Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,232 sf</td>
<td>20,400 sf</td>
<td>30,230 sf</td>
<td>35,600 sf</td>
<td>56,000 sf</td>
<td>13%</td>
</tr>
</tbody>
</table>

**Building Height**

Buildings heights within the proposed project will not exceed 32.5 feet consistent with the M-1 zoning maximum height allowance of 35 feet. Architectural projections proposed for the project consist of roof accent features at the corners of each building, which exceed the maximum allowable height by 4.5 feet but are not considered part of overall building height and exempt from the height restrictions per Section 17.08.085 of the Zoning Code.

**Access and Circulation**

Access to and from the project site is proposed from one driveway at Los Angeles Street and one driveway at Alderson Avenue. Both driveways are proposed for use by automobile and non-truck vehicular access, including emergency vehicles. Truck access, with the exception of emergency vehicles, would be restricted to the Los Angeles Street entry in order to minimize impacts on existing residences along Alderson Avenue in Baldwin Park. Project signage will be provided notifying users that truck traffic is prohibited from entering or exiting the project site at the Alderson Avenue entry. Eastbound trucks will be permitted to make right turns into the project site and westbound trucks will be permitted to make left turns into the project site at Los Angeles Street, but trucks will be restricted to a right turn only exiting movement when leaving the project site at Los Angeles Street. Truck traffic into and out of the project site is anticipated to utilize Los Angeles Street, Lower Azusa Canyon Road, and Arrow Highway to and from the the 605 Freeway and Irwindale Avenue, Azusa Canyon Road, Arrow Highway, and Los Angeles Street to and from the 210 Freeway.

**Alderson Avenue Improvements**

The eastern boundary of the project site constitutes the boundary line between the City of Irwindale and the City of Baldwin Park. The Applicant has agreed to a request by the City of Baldwin Park to make certain public improvements to Alderson Avenue as part of development of the project. Improvements to be made include widening of the existing public sidewalk on the east side of Alderson Avenue from 5 feet to 9 feet and narrowing the travel area by 4 feet. Additionally, the eastern curb of Alderson Avenue adjacent to the project site will be painted red as a “no parking” area for the eastern side of the street. The Applicant has agreed not to install street lights along the east side of Alderson Avenue and to provide shielding of project lighting to minimize light spillover to the residential properties located to the west of the project site. The required landscaped building setback within Irwindale adjacent to the eastern side of Alderson Avenue...
Avenue will be 25 feet in width, which is over and above the minimum requirement of 20 feet established in the Zoning Code, and is intended to provide an additional buffer between the project and residences adjacent to Alderson Avenue.

**Los Angeles Street Improvements**
An existing 10-foot wide sidewalk along Los Angeles Street adjacent to the project site will be retained. A 20-foot wide landscaped setback area will be provided along the Los Angeles Street frontage consistent with Irwindale Zoning Code requirement for the M-1 zone.

**Project Fencing and Screening**
Truck parking areas will be screened from off-site views either by means of decorative concrete block walls or by locating the parking areas so that they are screened by building walls. An 8-foot high wrought-iron fence is planned along the southerly project boundary adjacent to the railroad tracks and along the southern yard area of Building D adjacent to Alderson Avenue. All uses will be located within buildings consistent with Irwindale Zoning Code requirements for screening of uses in the M-1 zone.

The project overview provided herein is intended for Planning Commission review and discussion only. A comprehensive analysis of the proposed project with findings of fact will be provided along with the project environmental documentation at a future Planning Commission public hearing where staff will be requesting a recommendation to the City Council on the project.

**RECOMMENDATION**
That the Planning Commission open the public hearing, receive public input, discuss Tentative Parcel Map (TPM) No. 73909 and Site Plan & Design Review (SP&DR) No.02-2015, and continue the public hearing to a date uncertain.

**ATTACHMENTS**
Exhibit A: Tentative Parcel Map No. 73909
Exhibit B: Site Plan, Floor Plans, Building Elevations/Conceptual Landscape Plans