



CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200

ARTHUR R.
TAPIA
CHAIR

RICHARD
CHICO
VICE-CHAIR

ENOCH Y.
BURROLA
COMMISSIONER

LORETTA
CORPIS
COMMISSIONER

ROBERT E.
HARTMAN
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE PLANNING COMMISSION

May 15, 2019

6:30 P.M.

IRWINDALE 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).



Code of Ethics

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: Enoch Y. Burrola, Loretta Corpis, Robert E. Hartman; Vice-Chair Richard Chico; 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. March 25, 2019

2. NEW BUSINESS

3. PUBLIC HEARINGS

4. DISCUSSION ITEMS/PRESENTATIONS

- A. Commercial and Industrial Design Guidelines Review and Direction to Staff
- B. New FPPC Conflict of Interest Regulations Pertaining to Real Property Interests

5. COMMISSIONER COMMENTS

6. LEGAL COUNSEL COMMENTS

7. COMMUNITY DEVELOPMENT MANAGER/CITY PLANNER'S REPORT

8. ADJOURN

AFFIDAVIT OF POSTING

I, Berlyn Aguila, Administrative Secretary, certify that I caused the agenda for the regular meeting of the Irwindale Planning Commission to be held on May 15, 2019 to be posted at the City Hall, Library, and Post Office on May 9, 2019.

Berlyn Aguila

Berlyn Aguila
Office Specialist

Agenda Item 1A1

IRWINDALE COUNCIL CHAMBER
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706

March 25, 2019
WEDNESDAY
6:30 P.M.

The Irwindale **PLANNING COMMISSION** met in special session at the above time and place.

ROLL CALL: Present: Commissioners Enoch Burrola; Robert E. Hartman; Loretta Corpis; Vice Chair Richard Chico; Chair Arthur R. Tapia

Also present: Marilyn Simpson, Community Development Manager/City Planner; Brandi Jones, Senior Planner; Adrian Guerra, Assistant City Attorney; Arsanious Hanna, City Engineer; Berlyn Aguila, Office Specialist; Edwin Arreola, Planning Technician; Daniel Co, Assistant Engineer

SPONTANEOUS COMMUNICATIONS

There were no speakers.

CONSENT CALENDAR

A Motion was made by Vice Chair Chico, seconded by Commissioner Corpis, to approve the Consent Calendar. The motion was unanimously approved.

ITEM NO. 1A MINUTES

MINUTES

The following minutes were approved as presented:

- 1) Regular meeting held February 20, 2019

NEW BUSINESS

There were no items.

PUBLIC HEARINGS

ITEM NO. 3A

CONDITIONAL USE PERMIT NO. 03-2018 (EDDIE PENG AND PETER WANG – IRWINDALE POULTRY, LLC)

SENIOR PLANNER
BRANDI JONES

Senior Planner Jones reported the request to establish a chicken processing facility in an existing industrial building. The project description, background/history, general plan and zoning, planned hours of operation, and staff's analysis of the applicant's request were presented.

Senior Planner Jones completed the report and the floor was open for questions.

COMMISSIONER
CORPIS

Commissioner Corpis asked if the Chicken Processing Facility will mirror Great Wall Seafood's hours of operation. Senior Planner Jones replied that the hours of operation will be different and there will be a wall that separates the two businesses with two separate entrée ways.

COMMISSIONER

Commissioner Corpis asked if the Chicken Processing Facility will be

- CORPIS sharing any amenities with Great Wall Seafood. Senior Planner Jones stated that all amenities will be separated.
- CHAIR TAPIA Chair Tapia asked if staff will visit the requested site. Senior Planner Jones replied that staff always visits the requested site.
- COMMISSIONER BURROLA Commissioner Burrola commented that the previous businesses was a furniture store and asked if there would be any improvements made inside the location. Senior Planner Jones replied that a section will be refrigerated and will be regulated by the Health Department.
- COMMISSIONER Commissioner Burrola asked about the draining function. City Engineer Hanna explained that the applicant must submit plans to Building and Safety, comply with the building codes, and Health Department for correct draining. He stated that there will be a wall separating both tenants with different exits and restroom facilities.
- COMMISSIONER BURROLA Commissioner Burrola asked if all the requirements are listed on the Conditional Use Permit for other services to see. Senior Planner Jones replied that some requirements are listed as well as building requirements.
- CHAIR TAPIA Chair Tapia asked if the Chicken Processing Facility and Great Wall Seafood are the same owners. Senior Planner Jones indicated that she was unsure and will confirm at a later date.
- COMMISSIONER BURROLA Commissioner Burrola asked where processed left over chicken will be disposed. City Engineer Hanna stated that left over chicken would be deposited in specific containers and be approved by Health Department, Food and Drug Administration, and building department before issuing any permits. He added that the facility would have a civil trash enclosure. Commissioner Hartman added that a special sewer is required for any wastewater.
- COMMISSIONER CORPIS Commissioner Corpis asked how many sump pumps will be on site? City Engineer Hanna stated that he will follow up.
- FRED BARBOSA Mr. Barbosa asked for the zoning and if the decibel noise levels will be controlled. Senior Planner Jones replied that it is zoned M2- Heavy Manufacturing and the facility will only have refrigerators.
- ROBERT DIAZ Mr. Diaz asked if the facility will create any odors even if the chicken is prepackaged. Applicant representative Wang explained the procedure used to separate the frozen chicken and how it will be distributed to consumers.
- CHAIR TAPIA Chair Tapia asked if the frozen chicken will need to be thawed. Applicant representative Wang replied that the chicken will only be in refrigeration. He added that the Health department and United States

- Department of Agriculture will have a daily on sight inspector to verify all necessary codes are being followed.
- CHAIR TAPIA Chair Tapia asked if there will be exhaust fans in the facility. Applicant Representative Wang stated that there will not be any fans because all chicken will be refrigerated. Wang clarified that there will be a drain with an interceptor that will separate the chicken grease, water and waste.
- COMMISSIONER
CORPIS Commissioner Corpis asked if the inspectors will be at the facility during all hours of operation. Applicant Representative Wang replied that the inspectors will only be there for a few hours a day as they have multiple sights to inspect.
- VICE CHAIR CHICO Vice Chair Chico asked if the United States Department of Agriculture will keep a log of inspection. Applicant Representative Wang replied that the United States Department of Agriculture will keep a daily log.
- COMMISSIONER
BURROLA Commissioner Burrola asked if there were to be a code violation, who would they get in contact with. Applicant Representative Wang replied that the United States Department of Agriculture and City of Irwindale's Planning Department will be aware of the violation.
- ITEM NO. 3B SITE PLAN & DESIGN REVIEW NO. 03-2018 (RYAN JONES FOR PANATTONI DEVELOPMENT COMPANY, INC)
- COMMUNITY
DEVELOPMENT
MANAGER/CITY
PLANNER MARILYN
SIMPSON City Planner Simpson discussed the staff report and stated that the proposed project entails the construction of four (4) concrete tilt-up builders for a total of ± 138,410 square feet located at 16203-16233 Arrow Highway in the M-1(Light Manufacturing) zone.
- City Planner Simpson concluded her report and stated staff's recommendation is the Planning Commission adopt Resolution No. 761(19) approving proposed Site Plan and Design Review No. 03-2019.
- The floor was open for comments and inquiries for staff
- COMMISSIONER
BURROLA Commissioner Burrola asked if the wall located on the eastern side of the proposed project and the residential area will be re-constructed. City planner Simpson replied that it will be replaced and will be seven feet tall.
- COMMISSIONER
BURROLA Commissioner Burrola asked what is the maximum height for a wall in accordance to the code. City Planner Simpson stated that the wall can be up to eight feet.
- COMMISSIONER Commissioner Burrola stated that when it becomes very windy,

- BURROLA eucalyptus trees can damage properties. City Planner Simson replied that the trees will be adjacent to the residential area.
- COMMISSIONER CORPIS Commissioner Corpis asked if the mitigated negative declaration (MDN) had any traffic impacts. Assistant Engineer Co stated the traffic study determined that only one section would be impacted.
- COMMISSIONER BURROLA Commissioner Burrola asked if the building will have access to a storm drainage. City Engineer Hanna stated that storm drainage will not be going into the business.
- ITEM NO. 3C TENTATIVE PARCEL MAP 72864 (RYAN JONES FOR PANATTONI DEVELOPMENT COMPANY, INC)
- COMMUNITY DEVELOPMENT MANAGER/CITY PLANNER MARILYN SIMPSON City Planner Simpson reported that this is a request for a Tentative Parcel map to merge three existing parcels into a single parcel and subdivide the site into five parcels for property located at 16203-16233 Arrow Highway in the M-1 (Light Manufacturing) zone.
- The floor was opened for comments and inquiries for staff.
- ROBERT DIAZ Mr. Diaz asked if the wall being built at 16203-16233 Arrow Highway will be placed at the property line. He also mentioned that there is a wall along the north side and if there will be a change in drainage. City Engineer Hanna replied that any building being built will be on top of an existing drainage and any wall that is modified or replaced, will be at the property line.
- VICE CHAIR CHICO Vice Chair Chico stated that in order to place the wall at the property line, a land survey must be concluded. City Planner Simpson replied that the applicant must work the existing conditions.
- DAISY ALVAREZ Ms. Alvarez asked if there will be a traffic light placed at the second entrance of the location. She mentioned that resident safety is important. Assistant City Engineer stated that there will not be a traffic light installed, but the existing double yellow lines will be extended.
- APPLICANT RYAN JONES Representative Jones for Panattoni Development Company addressed a concern with resident Robert Escobedo.
- COMMISSIONER CORPIS Commissioner Corpis stated that the concern should be added in the conditions. City Engineer Hanna mentioned that each location must retain water within sight. Applicant Jones replied that they are able to work with the resident to redirect the sump pump onto the street.
- CHAIR TAPIA Chair Tapia thanked the developer for their modifications, but stated that it can be misinterpreted.

ASSISTANT CITY
ATTORNEY GUERRA

Assistant City Attorney Guerra reminded commissioners that the approval is for a site plan review only.

CHAIR TAPIA

Chair Tapia stated that planning commissioners should be advised before presenting. Assistant City Attorney Guerra added that the history of the project was addressed.

**DISCUSSION ITEMS/
PRESENTATIONS**

There were no items.

**COMMISSIONER
COMMENTS**

COMMISSIONER
HARTMAN

Commissioner Hartman stated that he understands the public's and commissioners concern, but the Health Department strictly enforces all locations.

COMMISSIONER
CORPIS

Commissioner Corpis asked if there will be a general contractor for best management practices for construction. City Engineer Hanna replied that all notes will be transparent before plans are approved and best management practices will state any violations made.

COMMISSIONER
CORPIS

Commissioner Corpis commented that she appreciates Chair Tapia's integrity. Chair Tapia thanked Commissioner Corpis for the comment.

CHAIR TAPIA

Chair Tapia thanked staff for their past, present and future projects. He also asked staff to consider more time to review future projects.

LEGAL COUNSEL

There were no items.

**COMMUNITY
DEVELOPMENT
MANAGER/CITY
PLANNER'S REPORT**

City Planner Simpson had no items to report and asked for commissioner to stay a few minutes after the meeting for a t-shirt fitting.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:11 p.m.

Chair Arthur R. Tapia

Attest:

Berlyn Aguila, Office Specialist

Approved as presented at the meeting held March 25, 2019.



**CITY OF IRWINDALE
PLANNING COMMISSION MEMORANDUM**
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION



Agenda Item No. 4-A

DATE: May 15, 2019

TO: Honorable Chair and Members of the Planning Commission

FROM: Marilyn Simpson, AICP, Community Development Manager/City Planner

SUBJECT: Commercial and Industrial Design Guidelines - Request from Planning Commission to Review Exemptions

SUMMARY:

At the April 17, 2019 Planning Commission meeting, a request was made by the Planning Commission Chair to review the Commercial and Industrial Design Guidelines (Design Guidelines) and exemptions. A copy of the Design Guidelines, including amendments, is attached.

RECOMMENDATION:

Staff is requesting that the Planning Commission provide direction to staff regarding additional exemptions and/or criteria for an applicant to request an exemption to the Commercial and Industrial Design Guidelines.

ATTACHMENT

Exhibit A: Irwindale Commercial and Industrial Design Guidelines, Ordinance No. 634, Ordinance No. 681, Ordinance No. 706