



- I. **CALL TO ORDER: A REGULAR PLANNING COMMISSION MEETING - 6:30 P.M.**
- II. **ROLL CALL:** Commissioners Dominguez, Owens, Spathopoulos, Vice Chair Frometa, and Chair Duarte
- III. **PLANNING COMMISSIONER ANNOUNCEMENTS; REQUEST FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS:**
- IV. **PRESENTATIONS:**
 - 1. **Downtown Parking Study- Dixon Resources Unlimited**
- V. **REPORT ON CITY COUNCIL ACTION:**
- VI. **PUBLIC HEARINGS:**

RECOMMENDED ACTION

2. **PLN-20-00026 (Conditional Use Permit)** **Approve**

Location: 8847 Imperial Highway, Suite H

Request: A request to allow the operation of a massage establishment (Panda Foot) on property zoned C-2 (General Commercial).

CEQA: Categorical Exemption – Section 15301 (Class 1, Existing Facilities)

Staff: Irving Anaya, Associate Planner

Contact: ianaya@downeyca.org
(562) 904-7154

VII. **NON-AGENDA PUBLIC COMMENTS:** This portion of the agenda provides an opportunity for the public to address the Planning Commission on items within the jurisdiction of the Planning Commission and not listed on the agenda. It is requested, but not required, that you state your name, address and subject matter upon which you wish to speak. Please limit your comments to no more than 5 minutes. Pursuant to the Brown Act, no discussion or action, other than a brief response, referral to the City Planning staff or schedule for a subsequent agenda, shall be taken by the Planning Commission on any issue brought forth under this section.

VIII. **CONSENT CALENDAR ITEMS:** Items in this section will be voted on in one motion unless a Commissioner or citizen requests separate actions. Anyone wishing to discuss a Consent Calendar item should be recognized by the chairman, state name, address and agenda item number. Further, any Consent Calendar items removed from the agenda will be considered by the commission following the public hearing items.

3. **PC Bylaws Resolution Updating Planning Commission Meeting Rules and Regulations:** **Approve**
Amend the By-Laws in accordance with the recent changes made by the Downey City Council with respect to public participation at Council meetings.



4. **General Plan Consistency Finding – Request to find the 2020-2021 Capital Improvement Program is consistent with the General Plan**

5. **Approval of the Minutes from March 4, 2020**

IX. **OTHER BUSINESS:**

X. **STAFF MEMBER COMMENTS:**

XI. **ADJOURNMENT:** To Wednesday, July 1, 2020 at 6:30 pm, at Downey City Hall, 11111 Brookshire Avenue, Downey, CA. 90241.

NOTICE: SECTION 9806 – APPEALS

Any person aggrieved or affected by any final determinations of the Commission concerning an application for action of an administrative nature, including a variance or a permit, or any condition or requirement thereon, or upon the failure of the Commission to make its findings and determinations within thirty (30) days after the closure of the hearing thereon, no later than fifteen (15) calendar days, (Exception: subdivisions, no later than ten (10) calendar days) after the date of the decision or of the Commission's failure to make a determination, may file with the City Planner a written notice of appeal therefrom to the Council. Such appeal shall set forth specifically wherein it is claimed the Commission's findings were in error, and wherein the decision of the Commission is not supported by the evidence in the matter, and wherein the public necessity, convenience, and welfare require the Commission's decision to be reversed or modified

Supporting documents are available at: www.downeyca.org; City Hall-Planning Division, 11111 Brookshire Avenue, Monday – Friday, 7:30 a.m. – 5:30 p.m. Video streaming of the meeting is available on the City's website. In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, complete the City's Title II ADA Reasonable Accommodation Form located on the City's website and at City Hall - Planning Division, 11111 Brookshire Avenue, Monday – Friday, 7:30 a.m. – 5:30 p.m., and submit to the Planning Division or contact the Planning Division office at (562) 904-7154 or the California Relay Service at 7-1-1. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

The City of Downey prohibits discrimination on the basis of disability in any of its program and services. For questions, concerns, complaints, or for additional information regarding the ADA, contact the City's ADA/Section 504 Coordinator at ADACoordinator@downeyca.org; Phone: (562) 299-6619; or TTY at 7-1-1.

In compliance with Title VI of the Civil Rights Act, the City of Downey prohibits discrimination of any person in any of its program and services. If written language translation of City agendas or minutes, or for oral language interpretation at a City meeting is needed, contact (562) 299-6619, 48 business hours prior to the meeting.

En cumplimiento con el Título VI de la Ley de Derechos Civiles, la Ciudad de Downey prohíbe la discriminación de cualquier persona en todos sus programas y servicios. En caso de necesitar una traducción escrita de los órdenes del día o las actas de las reuniones de la ciudad, o para solicitar un intérprete oral para una reunión de la ciudad, comuníquese con el (562) 299-6619 en el horario de atención comercial, 48 horas hábiles antes de la reunión.



Supporting data for items included in this agenda is available for public review and inspection in the office of the Planning Division during regular workday hours between 8:00 a.m. and 5:00 p.m., and in the City Library during regular hours and on the City's website at <http://www.downeyca.org>.

I Mary Cavanagh, Secretary to the Planning Commission, City of Downey, do hereby certify, under penalty of perjury under the laws of the State of California that the foregoing notice was posted pursuant to Government Code Section 54950 Et. Seq. and City of Downey Ordinance at the following locations: Downey City Hall, Downey City Library, and Barbara J. Riley Senior Center.

Dated this 11th day of June, 2020

Mary Cavanagh

Mary Cavanagh
Secretary, Planning Commission



SPECIAL NOTICE

Public Participation and Accessibility for June 17, 2020 Downey Planning Commission Meeting

Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020, and County of Los Angeles Department of Public Health Order of the Health Officer Revised Order Issued June 11, 2020 as a response to mitigating the spread of Coronavirus known as COVID-19 and providing direction for moving the County through Stage 2 of California's pandemic resilience roadmap, the regular meeting of the Planning Commission scheduled for Wednesday, June 17, 2020 at 6:30 p.m. will allow members of the public to participate and address the Planning Commission during the open session of the meeting via live stream and/or teleconference as well as a limited number of in person attendees within the City Hall Council Chambers .

Below are the ways to participate in the Regular Meeting at 6:30 p.m.

1. View the Planning Commission meeting live stream at:

YouTube Channel: <https://www.youtube.com/channel/UCHJOzNYcnaDRUSax0sC0L9Q/live>

2. Planning Commission meeting Conference phone (audio only):

Call Toll-Free: (888) 788-0099 or (877) 853-5247

Enter Meeting ID: 920 5578 3855

Enter Password: 610452 and press the # (pound) key

Members of the public wishing to address the Planning Commission, during public comments or for a specific agenda item, or both, may do so by the following methods:

3. E-mail: pccpubliccomment@downeyca.org

In order to effectively accommodate public participation, participants are asked to provide their public comments via e-mail by 4:00 p.m. on the day of the meeting.

Participants addressing the Planning Commission by email are encouraged to provide the following information:

- a) Full Name;
- b) City of Residence;
- c) Public Comment or Agenda Item No;
- d) Subject;
- e) Written Comments.

4. Teleconference phone number: (562) 299-6622

Calls will be placed on hold in queue and participants will provide their public comments via speaker phone. Persons speaking are limited to a maximum of five (5) minutes. Please be mindful that the teleconference call will be recorded as any other person is recorded when appearing before the Planning Commission, and all other rules of procedure and decorum will apply when addressing the Planning Commission by teleconference.

Participants addressing the Planning Commission by teleconference are encouraged to provide the following information:

- a) Full Name;
- b) City of Residence;
- c) Public Comment or Agenda Item No;
- d) Comments.



5. In-Person Attendance in City Hall Council Chambers

Members of the public attending the City Council Meetings in person will be required to comply with the City of Downey's Emergency Order No. 2 – Non-Contact Temperature Screening and Face Coverings at City Facilities (see attached) to help prevent the spread of COVID-19.

Prior to entering the building, attendees will be required to:

- 1) Participate in a non-contact temperature screening; and,
- 2) Wear a face covering at all times while inside city facilities.

Although public meetings will re-open for in-person attendance, residents are encouraged to continue accessing the public meeting and utilizing participation methods 1 – 4, listed above, as there will be a limited number of attendees permitted, **approximately 15**, in the building due to reduced seating capacity to maintain social distancing standards.


For any questions contact the Planning Division's Office at (562) 904-7154.





STAFF REPORT
PLANNING DIVISION

DATE: JUNE 17, 2020

TO: PLANNING COMMISSION

SUBMITTED BY: ALDO E. SCHINDLER, DIRECTOR OF COMMUNITY DEVELOPMENT 

REVIEWED BY: CRYSTAL LANDAVAZO, CITY PLANNER 

PREPARED BY: IRVING ANAYA, ASSOCIATE PLANNER 

SUBJECT: **PLN-20-00026 (CONDITIONAL USE PERMIT) – A REQUEST TO ALLOW THE OPERATION OF A FULL-BODY MASSAGE ESTABLISHMENT**

LOCATION: 8847 IMPERIAL HIGHWAY, SUITE H

ZONING: C-2 (GENERAL COMMERCIAL)

REPORT SUMMARY

Youchang Dai (hereinafter referred to as the “Applicant”) is requesting a Conditional Use Permit (CUP) to allow the operation of a full-body massage establishment on the property located at 8847 Imperial Highway, Suite H. Pursuant to Code Section 9314.04, massage establishments are allowed in the C-2 (General Commercial) zone with the approval of a Conditional Use Permit and subject to standards set forth in Chapter 5 of Article VI of the Downey Municipal Code. Based on the analysis contained in this report, staff is recommending that the Planning Commission adopt the following titled resolution:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY APPROVING PLN-20-00026 (CONDITIONAL USE PERMIT), THEREBY ALLOWING THE OPERATION OF A FULL-BODY MASSAGE ESTABLISHMENT LOCATED AT 8847 IMPERIAL HIGHWAY, SUITE H, ZONED C-2 (GENERAL COMMERCIAL)

BACKGROUND

The subject site, also known as Imperial Plaza, is improved with two single-story multi-tenant commercial buildings located on the northwest corner of Imperial Highway and Lakewood Boulevard. The property is currently zoned C-2 (General Commercial) and has a General Plan Land Use Designation of General Commercial. The properties directly abutting the subject site to the north have a zoning designation of R-1 5,000 (Single-Family Residential) and to the south, east, and west, the zoning is C-2 (General Commercial).



Street View of Subject Site

On September 21, 2016, the applicant was granted a CUP by the Planning Commission to operate specifically a foot massage establishment at Suite "I" within the same commercial center, as shown in the street view above. The applicant is now proposing to relocate to Suite "H" and operate a full-body massage establishment.

As such, on February 6, 2020, the applicant submitted a Conditional Use Permit application to request a full-body massage establishment on the property located at 8847 Imperial Highway, Suite H. The application was reviewed by staff and deemed incomplete on March 5, 2020, due to missing information. The applicant resubmitted the requested information and materials on April 21, 2020. Staff deemed the application complete on May 18, 2020. The notice of the pending public hearing was published in the *Downey Patriot* and mailed to all property owners within 500' of the subject site on May 21, 2020.

DISCUSSION

The subject site is approximately 25,326 square feet in size and is currently improved with two multi-tenant commercial buildings that contain a total of 16 tenant spaces comprised of retail, offices, medical, personal services and one restaurant use.

The proposed massage establishment will relocate and operate within a 2,000 square-foot tenant space at the subject site. The massage establishment will offer full-body massages including foot massages. Full-body massages will include a combination of body and foot massages with optional time limits. The requested hours of operation are daily from 10:00 a.m. to 10:00 p.m. On September 24, 2019, City Council adopted an Ordinance amending various sections of the Downey Municipal Code regarding regulations for the establishment and operation of massage establishments to protect the safety and general welfare of the community. These changes were made to create a strict compliance for all massage establishments within the city of Downey.

The Downey Municipal Code, in accordance with the California Massage Therapy Act, requires that any person who performs massage within the City is required to have certification from the California Massage Therapy Council (CAMTC). The CAMTC conducts background checks, investigations, suspensions or revocations and generally acts as the regulatory authority for practitioners. Massage establishments are prohibited from allowing non-certified persons from performing massage services. Additionally, all massage establishment owners are required to hold a CAMTC certification or pass a detailed background check by the Downey Police Department. The applicant holds a valid CAMTC certification which require and is required to maintain all regulations set by the state and the Downey Municipal Code.

The applicant is proposing a tenant improvement that will include a reception/waiting area, four (4) foot massage chairs, seven (7) massage rooms equipped with appropriate lighting, massage table and clean linen cabinet, an employee breakroom, laundry room, and two (2) existing restrooms at the rear of the tenant space. The proposed tenant improvements will bring this proposed use into compliance with current regulations for massage establishments within the City of Downey. Staff will conduct an inspection prior to permit final approval to verify lighting and all other required operational standards are compliant as shown on the proposed plans, included as Exhibit 'C' for reference.

Along with the certification requirements for all massage practitioners, massage establishments are also required to abide by new operational regulations. These requirements relate to lighting, visibility, maintenance of records, as well as sanitary standards. Such standards have been added as conditions of approval as well as integrated in the plans for the tenant improvement to make certain that the establishment is in compliance with all current massage establishment operating requirements.

During the review of the application, the Police Department made mention of concerns with visibility into the establishment as well as ensuring that all employees follow the State guidelines. As such, staff is recommending Conditions of Approval that tinting or covering of windows is prohibited and any signage must comply with the Planned Sign Program for this site. This is also to ensure compliance with the operational requirements within the Massage Therapy Act which requires that pedestrians are able to see that there is a massage establishment while still offering privacy for those experiencing full-body massages. Staff has also included Conditions of Approval to reiterate and emphasize the CAMTC and operational requirements for owners and employees of massage establishments. The Conditions require owners to maintain a current roster of massage practitioners and their valid CAMTC certification on file with the Planning Division at all times.

In addition to the abovementioned concerns it is noted that the application was submitted prior to the current state of the COVID-19 pandemic. The applicant is seeking to move forward with this review so they can obtain approval to move forward with tenant improvements and prepare the business while they wait for clearance to open their facility. As such, staff is requiring that the proposed establishment comply with any new and updated guidelines issued by the Centers for Disease Control and Prevention (CDC) along with all updated LA County Health Department regulations, in order to prevent the spread of the virus. The establishment will be required to update such practices as the situation develops.

According to the site plan, there are 123 parking spaces, including 3 ADA accessible, on the subject site. The parking lot is shared between the 16 tenants on site. Pursuant to Downey Municipal Code Section 9712, the parking requirements for each tenant space are as follows:

Tenant	Use	Sq. Ft.	Parking Ratio	Requirement
Speedy Cash	Professional Office/Other Services	3,000	1 per 300 S.F.	10
Wireless Club	Retail	500	1 per 250 S.F.	2
Dentistry	Medical Office	1,843	1 per 200 S.F.	10
Acupuncture	Medical Office	1,076	1 per 200 S.F.	6
Insurance	Professional Office	924	1 per 300 S.F.	4
Tanning	Personal Service	1,008	1 per 300 S.F.	4
No. 1 Nails	Personal Service	1,205	1 per 300 S.F.	5
Prestige Barber Shop	Personal Service	1,800	1 per 300 S.F.	6
Proposed Panda Foot Massage	Personal Service	2,000	1 per 300 S.F.	7
Existing Panda Foot Massage	Personal Service	1,350	1 per 300 S.F.	5
Beauty/Nails Spa	Personal Service	1,840	1 per 300 S.F.	7
Suda Fit	Fitness/Health Club	2,880	1 per 300 S.F.	10
Little Caesars Pizza	Restaurant	1,282	1 per 100 S.F.	13
Zealouz Boutique/Alterations	Personal Service	598	1 per 300 S.F.	2
Tax Office	Professional Office	1,040	1 per 300 S.F.	4
Physical Therapy	Medical Office	2,930	1 per 200 S.F.	15
Total				110 spaces

Out of the 123 parking spaces provided on-site, the total required parking for all 16 uses, including the proposed massage establishment, is 110 parking spaces. As such, the site will have a surplus of 13 parking spaces.

DEVELOPMENT REVIEW COMMITTEE

On February 27, 2020, this project was reviewed by the Development Review Committee (DRC). The Police Department reiterated that all employees are required to obtain proper licenses and/or Police Permits before any operation or practice. In addition, there was discussion concerning entrances into the massage rooms and removal of existing windows between each room which were left by the previous office use. As such, staff has placed conditions requiring curtains to be installed for each massage room entrance and remove/fill each window opening. Also, the rear access of the tenant space shall be for employee access only during business hours. The Fire, Building, and Engineering Departments did not have any concerns regarding this request, beyond requiring compliance with current codes and the Los Angeles County Health Department.

ENVIRONMENTAL ANALYSIS

Staff has reviewed the proposed use for compliance with the California Environmental Quality Act (CEQA). Upon completion of this review, it has been determined that this request is categorically exempt from CEQA, pursuant to Guideline Section No. 15301 (Class 1, Existing Facilities). Class 1 consists of projects that involve no or negligible expansion of the existing use. The project is categorically exempted under this Section because the proposed use is contained within the existing building and will not result in an expansion of the building.

FINDINGS

Pursuant to the requirements of the Municipal Code Section 9824.06 (Conditional Use Permit), staff recommends that the Planning Commission make the following findings to approve the request:

- 1. The requested conditional use permit will not adversely affect the intent and purpose of this article or the City's General Plan or the public convenience or general welfare of persons residing or working in the neighborhood thereof.***

The request to operate a full-body massage establishment will not adversely affect the intent and purpose of the Municipal Code and General Plan since the use will provide an additional service to the residents in the city. The subject property is within the C-2 (General Commercial) zone, which is intended to provide for and encourage the orderly development of commercial uses, with a wide variety of goods and services, for the residents of the entire City, with provisions designed to ensure that such commerce will be efficient, functionally related, and compatible with adjacent noncommercial development. The massage establishment is consistent with this intent since it will relocate and occupy a vacant tenant space, and will operate without creating an impact to the surrounding uses. The proposed use also complies with Policy 1.1.4 of the General Plan, wherein it states that the City of Downey should provide an appropriate amount of land area for people to acquire goods and services.

- 2. The requested use will not adversely affect the adjoining land uses and the growth and development of the area in which it is proposed to be located.***

The proposed massage establishment will not adversely affect the adjoining land uses in that the parking demand generated from the proposed use will be contained onsite and require two more parking space than the previous location that occupied that tenant space. Additionally, the proposed use will occupy an existing tenant space and will not require expansion of the building because the use will entail interior tenant improvements only. The adjoining land uses include a variety of commercial uses, such as general retail, medical offices, professional offices, personal services, and a restaurant. The use will provide an additional service for the adjacent residences, which this will add diversity to the types of businesses in the area and can potentially draw forth more clientele for the adjacent businesses. Access to the massage establishment is from the east side of the existing building; therefore, pedestrian traffic will not produce any additional noise for the residents to the north of the building. Additionally, access to the adjacent residences is off Meadow Road; therefore, the new location for the use will not hinder access to these residences.

3. ***The size and shape of the site proposed for the use is adequate to allow the full development of the proposed use in a manner not detrimental to the particular area.***

The site is able to allow the full development of the proposed use in a manner that is consistent with the surrounding area. The subject site is 25,326 square feet comprised of two (2) multi-tenant commercial buildings with a total of 16 tenant spaces. The tenant space wherein the proposed use will be located is 2,000 square feet with no intended additions to the building. The site has remaining parking for the uses on the site and the proposed use will be contained within the existing space.

4. ***The traffic generated by the proposed use will not impose an undue burden upon the streets and highways in the area.***

The proposed use will not impose an undue burden in the area in that the site is located within an existing commercial center on the corner of Imperial Highway and Lakewood Boulevard. The addition of this use in the vicinity will not impose an undue burden because it will not generate a significant increase in traffic and the streets have sufficient capacity to accommodate the new use and it will not require additional parking spaces.

CORRESPONDENCE

As of the date that this report was printed, staff has not received any correspondence regarding this matter.

CONCLUSION

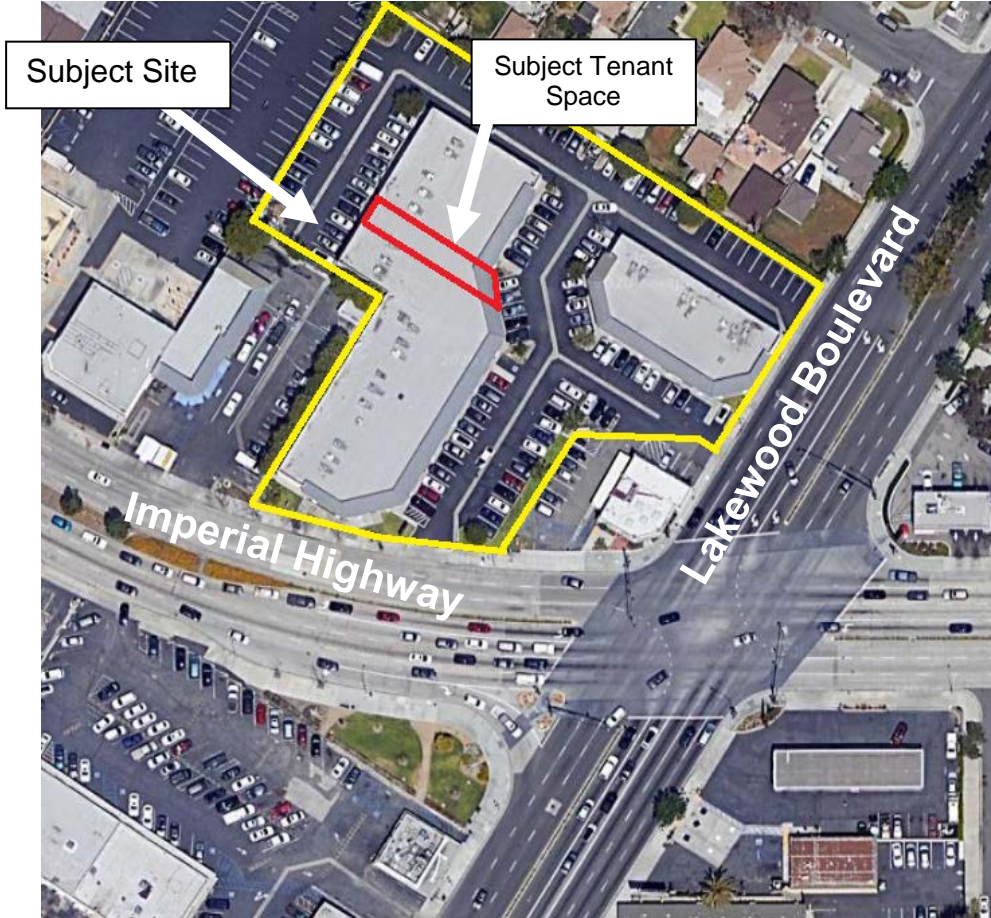
Based on the analysis contained in this report, the proposed request to allow a full-body massage establishment at the property located at 8847 Imperial Highway meets the findings required for the approval of the Conditional Use Permit. Therefore, staff recommends that the Planning Commission adopt the resolution approving the Conditional Use Permit, subject to the conditions of approval provided therein.

EXHIBITS

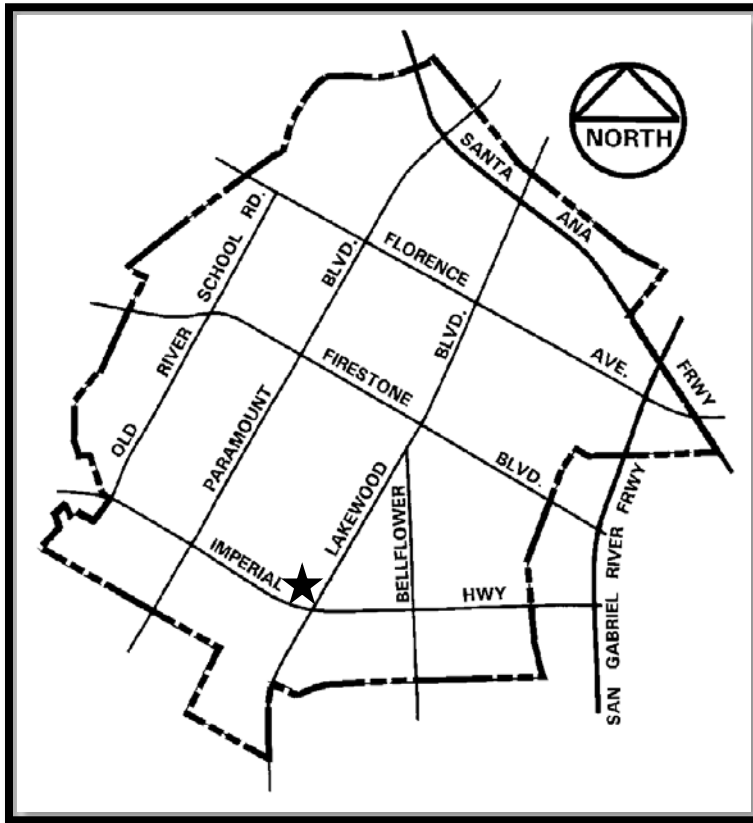
- A. Location Map/ Aerial Photograph & Zoning Map
- B. Draft Resolution
- C. Business Plan & Service Menu
- D. Project Plans

Exhibit 'A' – Maps

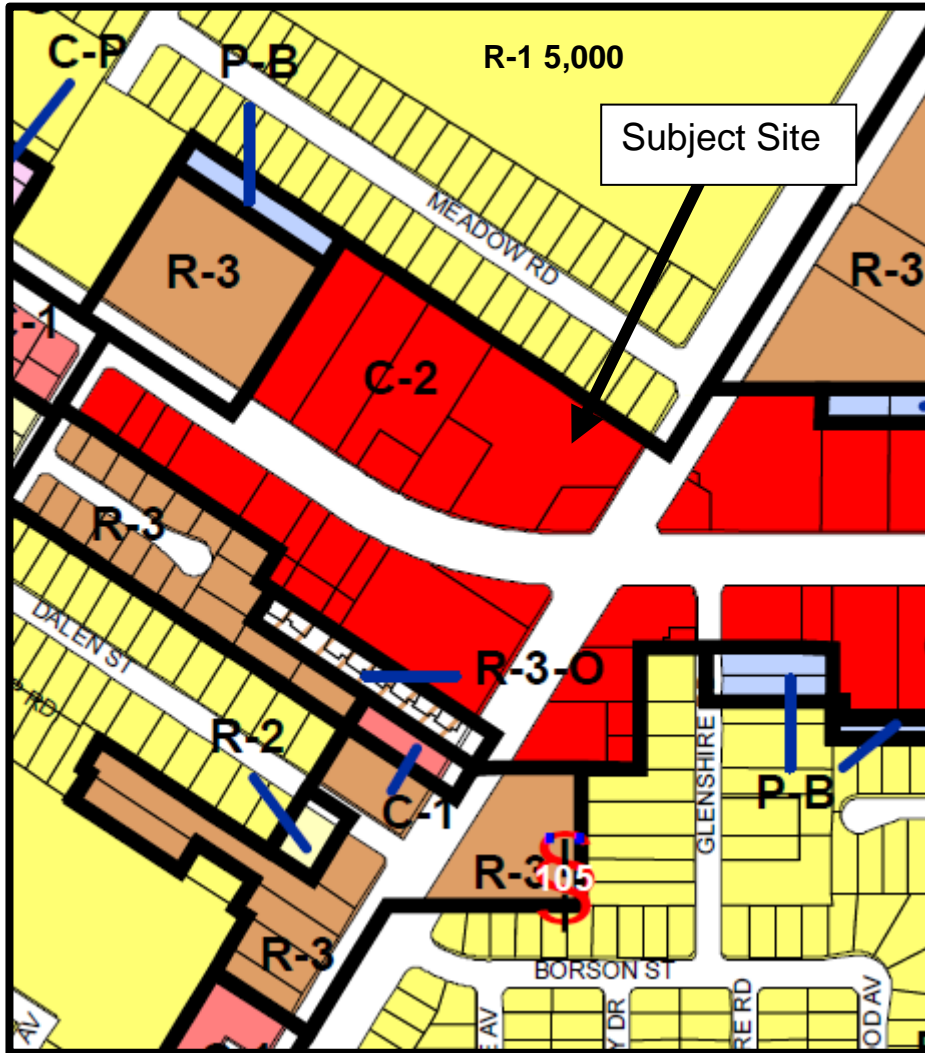
AERIAL PHOTOGRAPH



LOCATION MAP



ZONING MAP



RESOLUTION NO. 20-_____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY APPROVING A CONDITIONAL USE PERMIT (PLN-20-00026), THEREBY ALLOWING THE OPERATION OF A FULL-BODY MASSAGE ESTABLISHMENT LOCATED AT 8847 IMPERIAL HIGHWAY, SUITE H, ZONED C-2 (GENERAL COMMERCIAL)

THE PLANNING COMMISSION OF THE CITY OF DOWNEY DOES RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Downey does hereby find, determine and declare that:

- A. An application was filed by Youchang Dai (hereinafter referred to as the “Applicant”) on February 6, 2020, requesting approval of a Conditional Use Permit (PLN-20-00026) to allow a new full-body massage establishment, on the property located at 8847 Imperial Highway, Suite H, Downey, and zoned C-2 (General Commercial); and
- B. Staff deemed the application incomplete on March 5, 2020. The applicant resubmitted required materials on April 21, 2020 and Staff deemed the application complete on May 18, 2020; and
- C. On May 21, 2020, notice of the pending public hearing was sent to all Downey property owners within 500 feet of the subject site and the notice was published in the Downey Patriot;
- D. The Planning Commission meeting of June 3, 2020 was cancelled and all items were rescheduled for consideration by the Planning Commission at their regular meeting of June 17, 2020.
- E. The Planning Commission held a duly noticed public hearing on June 17, 2020 and after fully considering all oral and written testimony, facts, and opinions offered at the aforesaid public hearing adopted this resolution.

SECTION 2. The Planning Commission further finds, determines and declares the environmental impact of the proposed development has been reviewed and has been found to be in compliance with the California Environmental Quality Act (CEQA) and is categorically exempt from CEQA, pursuant to Guideline Section No. 15301 (Class 1), Existing Facilities because the proposed use is contained within the existing building and will not result in an expansion of the building.

SECTION 3. Having considered all of the oral and written evidence presented to it at said public hearings, the Planning Commission further finds, determines and declares that:

- A. The requested Conditional Use Permit will not adversely affect the intent and purpose of this article or the City’s General Plan or the public convenience or general welfare of persons residing or working in the neighborhood thereof. The request to operate a full-body massage establishment will not adversely affect the intent and purpose of the Municipal Code and General Plan since the use will provide an additional service to the residents in the city. The subject property is within the C-2 (General Commercial) zone, which is intended to provide for and encourage the orderly development of commercial uses, with a wide variety of goods and services, for the residents of the entire City, with provisions designed to ensure that such commerce

- will be efficient, functionally related, and compatible with adjacent noncommercial development. The massage establishment is consistent with this intent since it will occupy a vacant tenant space, add an additional service to the area, and will operate without creating an impact to the surrounding uses. The proposed use also complies with Policy 1.1.4 of the General Plan, wherein it states that the City of Downey should provide an appropriate amount of land area for people to acquire goods and services.
- B. The requested use will not adversely affect the adjoining land uses and the growth and development of the area in which it is proposed to be located. The proposed massage establishment will not adversely affect the adjoining land uses in that the parking demand generated from the proposed use will be contained onsite and requires a lesser demand than the previous use that occupied that tenant space. Additionally, the proposed use will occupy an existing tenant space and will not require expansion of the building because the use will entail interior tenant improvements only. The adjoining land uses include a variety of commercial uses, such as general retail, professional offices, personal services, and a restaurant. The use will provide an additional service for the adjacent residences, which this will add diversity to the types of businesses in the area and can potentially draw forth more clientele for the adjacent businesses. Access to the massage establishment is from the east side of the existing building; therefore, pedestrian traffic will not produce any additional noise for the residents to the north of the building. Additionally, access to the adjacent residences is off Meadow Road; therefore, the new use will not hinder access to these residences.
- C. The size and shape of the site proposed for the use is adequate to allow the full development of the proposed use in a manner not detrimental to the particular area. The site is able to allow the full development of the proposed use in a manner that is consistent with the surrounding area. The subject site is 25,326 square feet comprised of two (2) multi-tenant commercial buildings with a total of 16 tenant spaces. The tenant space wherein the proposed use will be located is 2,000 square feet with no intended additions to the building. The site has remaining parking for the uses on the site and the proposed use will be contained within the existing space.
- D. The traffic generated by the proposed use will not impose an undue burden upon the streets and highways in the area. The proposed use will not impose an undue burden in the area in that the site is located within an existing commercial center on the corner of Imperial Highway and Lakewood Boulevard. The addition of this use in the vicinity will not impose an undue burden because it will not generate a significant increase in traffic and the streets have sufficient capacity to accommodate the new use and it will not require additional parking spaces.

SECTION 4. Based upon the findings set forth in Sections 1 through 3 of this Resolution, the Planning Commission of the City of Downey hereby approves this Conditional Use Permit (PLN-20-00026) subject to the Conditions of Approval attached hereto as Exhibit A, which are necessary to preserve the health, safety and general welfare of the community and enable the Planning Commission to make the findings set forth in the previous sections. The conditions are fair and reasonable for the accomplishment of these purposes.

SECTION 5. The Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 17th day of June 2020.

Miguel Duarte, Chairman
Planning Commission

I HEREBY CERTIFY that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Downey at a regular meeting thereof held on the 17th day of June 2020, by the following vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:
ABSTAIN: COMMISSIONERS:

Mary Cavanagh, Secretary
Planning Commission

**CONDITIONS OF APPROVAL
CONDITIONAL USE PERMIT (PLN-20-00026)**

PLANNING

- 1) The approval of Conditional Use Permit (PLN-20-00026) permits the operation of a full-body massage establishment at 8847 Imperial Highway, Suite 'H'.
- 2) Approval of this Conditional Use Permit shall not be construed to mean any waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of Downey Municipal Code shall apply.
- 3) The City Planner is authorized to make minor modifications to the approved preliminary plans or any of the conditions if such modifications shall achieve substantially the same results as would strict compliance with said plans and conditions.
- 4) All conditions of approval set forth in this resolution shall be complied with before the Conditional Use Permit becomes valid.
- 5) The use approved herein must be executed within one year of approval or shall be subject to revocation where this approval will be deemed null and void.
- 6) The Planning Commission reserves the right to revoke or modify this approval if the proposed use becomes a public nuisance, finds the permit was obtained by fraud, the approved use is not being exercised, the approved use is operated in violation of the terms and conditions contained herein, or the approved use ceased or was suspended for one year or more.
- 7) The Owner/Applicant agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Applicant's expense, City and City's agents, officers and employees from and against any claim, action or proceeding commenced within the time period provided in Government Code Section 66499.37 to attack, review, set aside, void or annul the approval of this resolution, to challenge the determination made by City under the California Environmental Quality Act or to challenge the reasonableness, legality or validity of any condition attached hereto. City shall promptly notify Applicant of any such claim, action or proceeding to which City receives notice, and City will cooperate fully with Applicant in the defense thereof. Applicant shall reimburse the City for any court costs and attorney's fees that the City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Applicant of the obligations of this condition.
- 8) The permitted hours of operation of the business are Monday through Sunday from 10:00 a.m. to 10:00 p.m. Customers shall not be allowed within the business outside of these business hours.
- 9) No person shall give, or assist in giving of, any massage to any other person under the age of eighteen (18) years, unless the parent or guardian of such minor person has given consent thereto in writing.

- 10) A list of all persons providing massage services at the establishment, including each person's full true name and other names used, photograph, and certificate from the California Massage Therapy Council must be provided to the Planning Division prior to issuance of a Business License. Any changes in practitioners must be reported to Planning Division within two weeks of the change.
- 11) A list of all persons providing massage services at the establishment, including each person's full true name and other names used, photograph, and certificate from the California Massage Therapy Council (CMTC) must displayed prominently on the premises in a location that can be readily viewed by customers or City representatives.
- 12) A copy of this resolution shall be prominently posted on the premises at all times. The applicant shall make available said copies upon request by any Police Officer or other City official charged with the enforcement of the City's laws, ordinances or regulations.
- 13) There shall be provided in each room, or portion of a room, where massage services are provided, sufficient lighting of a minimum of 40 watts within each room that is providing massage services and ventilation as required by the Massage Therapy Act.
- 14) The foot massage chairs shall remain in the front of the tenant space and never be enclosed by walls or curtains or any type of screening used to wall off the foot massage area.
- 15) There shall be provided and maintained adequate dressing and toilet facilities for patrons at all times. Physical facilities for the massage establishment shall be maintained in good repair and in a clean and sanitary condition. Restrooms utilized in the operation shall be cleaned each day.
- 16) Any new signage shall require separate permits and must comply with the Planned Sign Program for this commercial center.
- 17) All exterior doors shall remain unlocked during business hours from the interior side.
- 18) Windows shall be kept free and clear, except for permitted signs, such that the foot massage and waiting areas are visible from the exterior of the space. In addition, nothing shall be installed that would block the visibility into and out of the waiting room.
- 19) "Massage beds" as marked on the plans must be a table designed and manufactured for medical and massage uses. No mattresses or sleeping beds allowed.
- 20) Each employee must be provided individual lockers on the premises of the massage establishment.
- 21) If ownership of the establishment changes, operators of the massage establishment, and any partner with a 5% of more interest in the business, must hold CAMTC certification or are required to submit an application for a background check and Police Permit. This condition must be met prior to new ownership taking control or possession of the establishment. Additionally, every background check must be renewed every 2 years.
- 22) Operators of massage establishments must obtain a business license from the City of Downey before commencing any commercial activity within the City.

- 23) Massage Practitioners operating as independent contractors, not employees, within an establishment must obtain a business license from the City of Downey before commencing any commercial activity within the City.
- 24) The massage establishment must maintain a record of all services performed on site for a period of 2 years and be made immediately available to City representatives upon request. No information shall be used for any purpose other than enforcement of officials who are charged with such enforcement.
- 25) All employees must be dressed in clean and opaque clothing from neck to knee, excepting hands and arms, at all times while on the premises.
- 26) Each customer's genitals must be fully covered at all times. No person shall massage the genitals of any customer. No person shall massage any female customer whose breasts are not covered by a sheet or other opaque clothing. No person shall massage any female customer's breasts.
- 27) Any changes to the services provided or business plan must be submitted to and approved by the Planning Division prior to any change taking effect. If the proposed change significantly alters to the use as described and approved through this CUP, the change may be referred to the Planning Commission for review.
- 28) No persons other than those receiving a massage, parents or guardians of a minor who is receiving a massage, and those administering a massage shall enter or remain within a room where a massage is being given.
- 29) The massage establishment must maintain compliance with all provisions of the Downey Municipal Code, Chapter 5 of Article VI, as it relates to the operation of massage establishments.
- 30) All massage areas shall be separated from common areas by a curtain only. Doors shall not be permitted for massage areas.
- 31) Any City Official authorized to enforce and uphold the Downey Municipal Code shall have the right to periodically enter and inspect any establishment for the purpose of ensuring compliance with all applicable laws and regulations.
- 32) The massage establishment shall operate in accordance with any new and updated guidelines issued by the Centers for Disease Control and Prevention (CDC), Los Angeles County Public Health and any other agency applicable to this establishment in response to maintaining public safety from the current COVID-19 pandemic and any future health concerns.

POLICE

- 33) The massage establishment operator or any partner with a 5% or more interest in the business, who are not CAMTC certified, is required to submit an application for a background check and obtain a Downey Police Permit from the Chief of Police or his or her designee as outlined per Section 6554 and 6555 of the Downey Municipal Code. The

application must be submitted fully completed by all person required to pass a background check.

- 34) The background check application, for each person who is required to obtain one, is required to be renewed every 2 years.

BUILDING

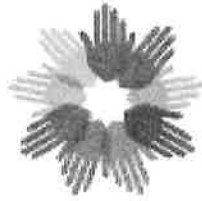
- 35) All construction shall comply with the most recent adopted City and State building codes:
2019 California Building Code
2019 California Electrical Code
2019 California Mechanical Code
2019 California Plumbing Code
2019 California Fire Code
2019 California Green Code
- 36) Special Inspections – As indicated by California Building Code Section 1704, the owner shall employ one or more special inspectors who shall provide special inspections when required by CBC section 1704. Please contact the Building Division at time of plan submittal to obtain application for special inspections.
- 37) The Title Sheet of the plans shall include: Occupancy Group, Occupant Load, Description of use, Type of Construction, Height of Building, Floor area of building(s) and/or occupancy group(s).
- 38) School impact fees shall be paid prior to permit issuance.
- 39) Dimensioned building setbacks and property lines, street centerlines and between buildings or other structures shall be designed on plot plan.
- 40) All property lines and easements must be shown on plot plan. A statement that such lines and easements are shown is required.
- 41) The project design will conform with energy conservation measures articulated in Title 24 of the California Code of Regulations and address measures to reduce energy consumption such as flow restrictors for toilets, low consumptions light fixtures, and insulation and shall use to the extent feasible draught landscaping.
- 42) A design professional will be required at time of construction drawings, to prepare plans for proposed improvements per the Business and Professions' Code.
- 43) Public and private site improvements shall be designed in accordance with the Americans with Disabilities Act and Chapter 11 of the California Building Code. Site plan shall include a site accessibility plan identifying exterior routes of travel and detailing running slope, cross slope, width, pedestrian ramp, curb ramps, handrails, signage and truncated domes. Path of travel shall be provided from the public right of way and accessible parking to building. The design professional shall ensure that the site accessibility plan is compliance with the latest Federal and State regulations.

- 44) All massage areas shall be inspected and approved by the LA County Health Department as part of the Building and Safety Department plan review process.

FIRE

- 45) The proposed occupancy use (e.g. massage services) shall comply with code requirements for building's use as a Business Group B occupancy adhering to requirements for egress, egress sizing, occupant load, egress/emergency illumination, building addressing, Knox box installation, and any other code requirements for the occupancy type and use.
- 46) The tenant improvement, with construction of massage rooms, shall not be done as to obstruct the occupancy's existing fire sprinkler heads. Installation of massage room walls shall be done as to insure the existing automatic wet sprinkler system is not obstructed, impaired, or altered. Should it be necessary to alter (e.g. relocate) sprinkler heads, a separate fire sprinkler modification permit shall be required by this agency. Building owner shall furnish upon request any documents attesting to the building's automatic fire sprinkler system's 5-year Title 19/NFPA 25 inspection and testing.

END OF CONDITIONS



FSMTB

FEDERATION OF STATE
MASSAGE THERAPY BOARDS

RECEIVED

APR 21 2020

PLANNING

SCORE REPORT

NAME: YOUCHANG DAI
CANDIDATE ID: 0000000001353555
EXAMINATION: Massage and Bodywork Licensing Examination
EXAMINATION DATE: July 21, 2015

RESULT: Pass
PASSING SCORE: 630
YOUR SCORE: 694

Congratulations! You have passed the Massage & Bodywork Licensing Examination (MBLEx).

Please note that a passing MBLEx score is one component in the licensure process. You are required to contact your State Licensing Board or Agency to apply for your license to practice. Contact information for the State Licensing Boards and Agencies can be found at www.fsmtb.org.

Thank you for allowing the Federation of State Massage Therapy Boards to assist you as you pursue your professional career goals. We wish you continued success.

FSMTB - SUPPORTING THE MISSION OF PUBLIC PROTECTION
10801 Mastin Boulevard | Suite 420 | Overland Park | Kansas | 66210 | 1.866.962.3926

RECEIVED

APR 21 2020

PLANNING

CALIFORNIA MASSAGE THERAPY COUNCIL

By authority of the State of California Code B&P Section 4600,
the California Massage Therapy Council hereby awards to

Youchang Dai

the designation of

CERTIFIED MASSAGE THERAPIST

Let it be known by all that, having met the standards set forth by the California Massage Therapy Council and having demonstrated knowledge of applicable disciplines related to the practice of massage therapy, Youchang Dai is recognized as a CMT in good standing, including all the rights and privileges pertaining thereto, as witnessed by the signature below.

Given at Sacramento, California, Tuesday, July 17, 2018.



Mark Dixon, Chairman of the Board
California Massage Therapy Council
CAMTC, One Capitol Mall, Suite 800, Sacramento, CA 95814

CERTIFICATE # 60930
EXPIRES: 10/8/2020

The validity and authenticity of this certificate may be verified online by entering the name and certificate number at: www.camtc.org

RECEIVED

APR 21 2020

PLANNING

Panda Foot Massage Business Plan

- Flow of the clients.

The client will be admitted in reception desk, receptionist will hand in the menu for client to choose the services. Receptionist will guide the client to designated room and meantime call the certificated staff to the same room provide the massage services. After the services, the client will back to reception desk paying the service fee. The staff will change the soiled sheets to the washing room and prepared the clean sheets for the next client.

- Operations of business

The operation of the business is based on the requirement of Flow and mean to provide the clean environment for the client and staff.

PANDA FOOT MASSAGE

Price List

Combo Massage (With Oil & Free Hot Stones)

- | | | |
|------------------------------|-------|----------|
| 1. 30 min Body + 30 min Foot | _____ | \$ 30.00 |
| 2. 45 min Body + 30 min Foot | _____ | \$ 40.00 |
| 3. 60 min Body + 30 min Foot | _____ | \$ 50.00 |
| 4. 90 min Body + 30 min Foot | _____ | \$ 60.00 |

Foot Massage

- | | | |
|-----------|-------|----------|
| 1. 30 min | _____ | \$ 15.00 |
| 2. 60 min | _____ | \$ 20.00 |
| 3. 90 min | _____ | \$ 30.00 |

For Detox Sea salt Charge \$ 5.00

Hot Oil Body Massage (Free Hot Stones)

- | | | |
|------------|-------|----------|
| 1. 30 min | _____ | \$ 25.00 |
| 2. 60 min | _____ | \$ 40.00 |
| 3. 90 min | _____ | \$ 55.00 |
| 4. 120 min | _____ | \$ 70.00 |

Couple Massage (Free Hot Stones)

- | | | |
|-----------|-------|-----------|
| 1. 60 min | _____ | \$ 70.00 |
| 2. 90 min | _____ | \$ 100.00 |

Cash & Visa & Master are Accepted . All Credit card charge \$ 1.00

NO Checks Accepted . Gift Certificates are Available

Revisions	By

VARIETY
 L.L. & ASSOCIATE DESIGN
 6710 N. ROSEMEAD BL.
 SAN GABRIEL CA 91775
 TEL: 626-833-0035

ENGINEER:

PROJECT:

OWNER:
**PANDA FOOT MASSAGE
 8847 IMPERIAL HWY SUITE H
 DOWNEY, CA 90242
 TEL: 626-216-4383**

Date 1/17/20
 Scale 1/4"=1'-0"
 Checked
 Drawn LIFU JU

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 Of Sheets

IMPERIAL PLAZA #8847A-8847 L, IMPERIAL HWY, DOWNEY, CA				
Unit#	Tenant	SQ. FT.	Use	Parking Req
#8847 A	CHECK CHASHED	8,000 S.F.	PROFESSIONAL OFFICE/SERVICES	10.00
#8847 B	WIRELESS CLUB	600 S.F.	RETAIL	2.00
#8847 C	DENTISTRY	4,843 S.F.	MEDICAL / DENTAL	10.00
#8847 D	ACUPUNCTURE	4,076 S.F.	MEDICAL / ACUPUNCTURE	6.00
#8847 E	INSURANCE	824 S.F.	PROFESSIONAL OFFICE/SERVICES	4.00
#8847 E2	TANNING	4,008 S.F.	PROFESSIONAL OFFICE/SERVICES	4.00
#8847 F	NAILS SPA	4,205 S.F.	PROFESSIONAL OFFICE/SERVICES	5.00
#8847 G	BARBER SHOP	4,800 S.F.	PROFESSIONAL OFFICE/SERVICES	6.00
#8847 H	PROPOSED MASSAGE PARLOR	2,000 S.F.	PROFESSIONAL OFFICE/SERVICES	7.00
#8847 I	PANDA FOOT MASSAGE	4,350 S.F.	PROFESSIONAL OFFICE/SERVICES	5.00
#8847 K	BEAUTY SPA	4,840 S.F.	PROFESSIONAL OFFICE/SERVICES	7.00
#8847 L	BODY IN MOTION	2,880 S.F.	PROFESSIONAL OFFICE/SERVICES	10.00

IMPERIAL PLAZA #12555A-12555F, LAKEWOOD BLVD, DOWNEY, CA				
Unit#	Tenant	SQ. FT.	Use	Parking Req
#12555 A	PIZZA SHOP	4,282 S.F.	RESTAURANT	13.00
#12555 B	BOUTIQUE SHOP	698 S.F.	PROFESSIONAL OFFICE/SERVICES	2.00
#12555 C	TAX OFFICE	4,040 S.F.	PROFESSIONAL OFFICE/SERVICES	4.00
#12555 D,E,F	PHYSICAL THERAPY	2,930 S.F.	MEDICAL	15.00
TOTAL S.F.		25,356 S.F.		110
TOTAL # OF PARKING :				123

City of Downey Parking Requirements:

Use	Parking/SF
RETAIL	250
PROFESSIONAL OFFICE/SERVICES	300
RESTAURANT	100
MEDICAL	200

* IF CUSTOMER AREA IS < 200 SF THEN PARKING IS 1/250 SF

- GENERAL NOTE:**
- ALL WORK, INCLUDING MATERIALS AND WORKMANSHIP, SHALL CONFORM TO THE LOCAL CODES, LAWS, AND WORK SHALL COMPLY WITH THE CODES.
 - CURRENT CODES
 - THE 2016 EDITION OF THE CALIFORNIA BUILDING CODE (CBC).
 - THE 2016 EDITION OF THE CALIFORNIA ELECTRICAL CODE (CEC).
 - THE 2016 EDITION OF THE CALIFORNIA MECHANICAL CODE (CMC).
 - THE 2016 EDITION OF THE CALIFORNIA PLUMBING CODE (CPC).
 - THE 2016 EDITION OF THE CALIFORNIA GREEN BUILDING STANDARDS CODE.
 - THE 2016 EDITION OF THE CALIFORNIA ENERGY STANDARDS.
 - RESTROOM FLOORS SHALL HAVE A SMOOTH, HARD NON-ABSORBENT SURFACE SUCH AS CONCRETE, TILE OR OTHER APPROVED MATERIAL AND EXTEND UPWARD ONTO THE WALLS AT LEAST SIX(6) INCHES.
 - RESTROOM WALLS WITHIN 2-FT. OF THE FRONT AND SIDES OF URINALS AND WATER CLOSETS SHALL HAVE A SMOOTH, HARD NON-ABSORBENT SURFACE SUCH AS CONCRETE, TILE OR OTHER APPROVED MATERIAL TO A HEIGHT OF 4-FT.
 - WATER CLOSETS MUST BE ELONGATED BOWL TYPE. WATER CLOSET SEATS MUST BE ELONGATED OPEN-FRONT TYPE.
 - WATER HEAT SHALL BE STRAPPED FOR SEISMIC LATERAL LOAD AT 1/3 POINT FROM THE TOP & AT 1/3 POINT FROM THE BOTTOM OF THE WH RESPECTIVELY VENT GOES THROUGH THE ROOF TOP TO OUTSIDE RELEASE SPILL HOT WATER AWAY FROM EXTERIOR WALL 6 INCH TO SOIL.
 - POST SIGN PER CBC
 THIS DOOR TO REMAIN UNLOCKED WHEN THE BUILDING IS OCCUPIED
 THE DOOR OF LOWER 10" IS SMOOTH & PLANE SURFACE
 - TACTILE EXIT SIGNS: TACTILE (RAISED CHARACTERS AND BRAILLE) EXIT SIGNS ARE REQUIRED ON THE WALL ADJACENT TO THE LATCH SIDE AT 60" ABOVE THE FINISH FLOOR TO THE CENTERLINE OF THE SIGN.
 - THRESHOLD HEIGHT TO NOT EXCEED 1/2 INCHES IN HEIGHT ABOVE FLOOR AND EXTERIOR LANDING, WITH VERTICAL SURFACES NOT MORE THAN 1/4 INCHES IN HEIGHT.
 - DOOR TO HAVE LEVER TYPE HARDWARE OPERABLE WITH ONE HAND AND SINGLE EFFORT WITH NO TWISTING OR GRASPING OF HARDWARE REQUIRED, AND WITH NO MORE THAN 5 POUNDS EFFORT.
 - A PRIMARY ENTRANCE TO THE BUILDING AND THE PRIMARY PATH OF TRAVEL TO THE ALTERED AREA MUST BE SHOWN TO COMPLY WITH ALL ACCESSIBILITY FEATURES.

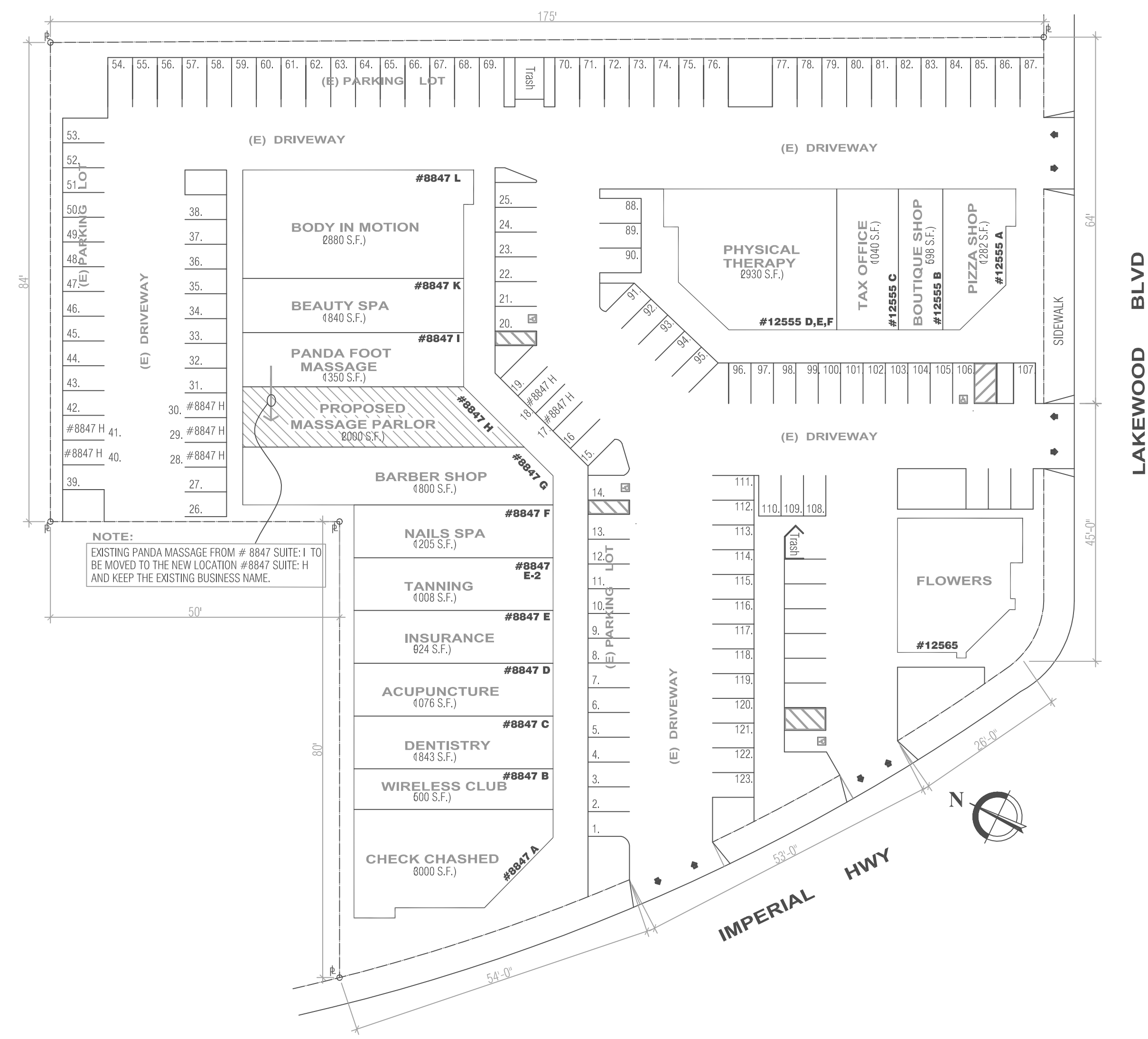
PROJECT SUMMARY

BUSINESS NAME: PANDA FOOT MASSAGE
 JOB ADDRESS: 8747 IMPERIAL HWY #H DOWNEY, CA 90242

TOTAL LOT AREA: 25,326 S.F.
 FLOOR AREA: 2,000 S.F.
 TYP OF BUSINESS: MASAGE SERVICE
 TYPE OF CONSTRUCTION: V-B
 SPRINKLERED: NO
 NUMBER OF STORY: 1
 OCCUPANCY TYPE: B
 OCCUPANCY LOAD: $\frac{2,000 \text{ S.F.}}{100 \text{ S.F.}} = 20 \text{ OCC.}$

FOR CHANGE OF USE
 CHANGE OF USE *FROM A OFFICE TO A MASSAGE PARLOR*.

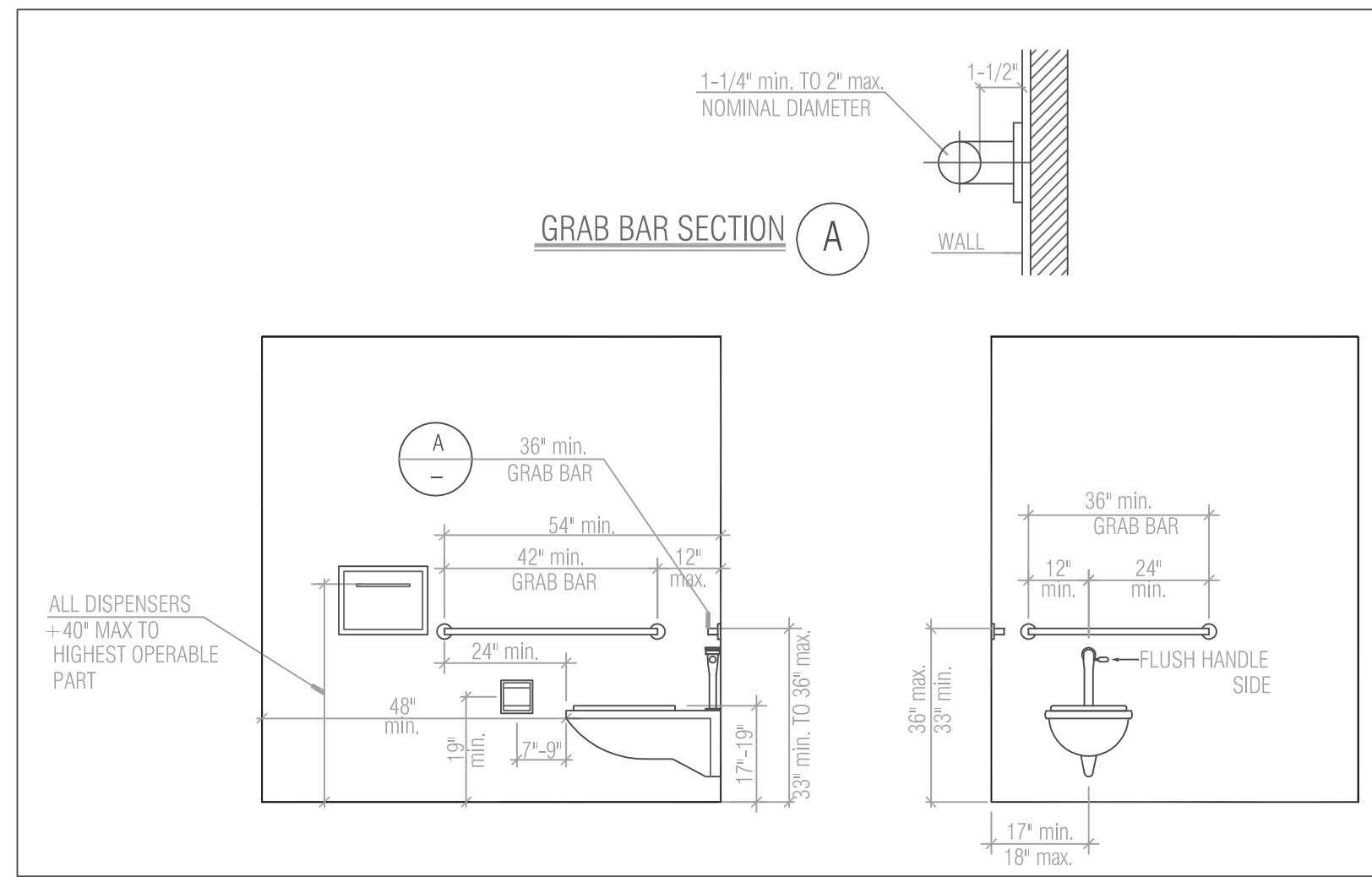
SCOPE OF WORK
 KEEP ALL EXISTING WALLS; (E)LIGHTING; (E) VENTILATIONS; (E) PLUMBING.



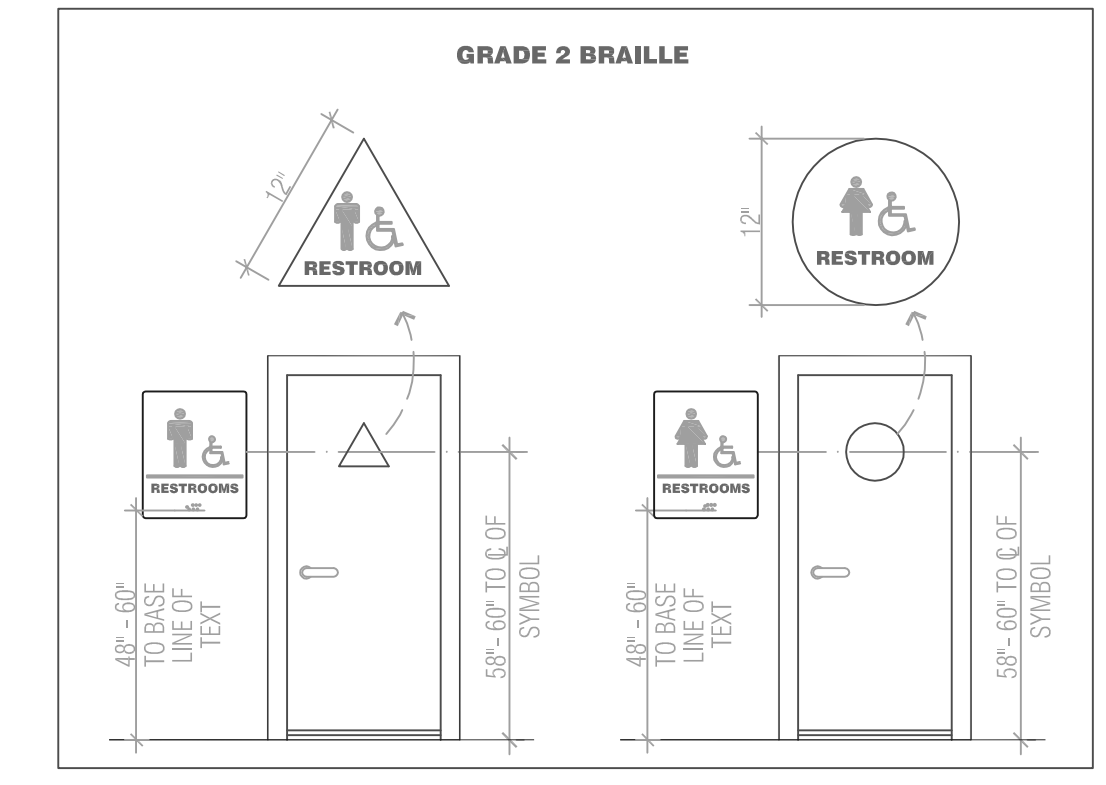
Revisions	By

EQUIPMENT SCHEDULE

NO	QUA	DESCRIPTION
1	8	EMPLOYEE LOCKERS (LOCATED ON 6" H LEGS)
2	1	DOCUMENT CABINET
3	4	CHAIR
4	7	MESSAGE TABLE
5	4	FOOT MESSAGE CHAIR
6	1	RECEPTION COUNTER 34"H
7	2	WASHER AND DRY
8	1	WATER HEATER
9	1	MOP SINK
10	1	COUNTER W/ SINK
11	1	DESK
12	7	CLEAN LINEN CABINET

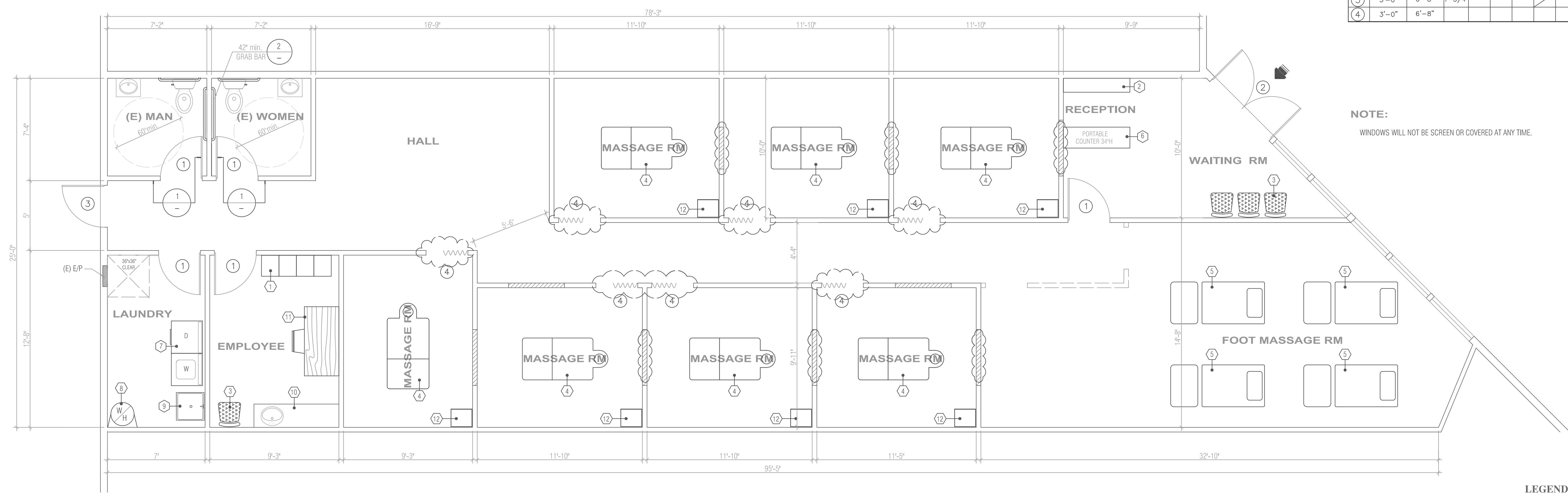


2 FRONT & SIDE ELEVATION



1 PICTORIAL SIGNAGE

SYMBOL	DOOR SCHEDULE						NOTE	
	SIZE			TYPE				
	WIDTH	HEIGHT	THK.	S.C.HRD	H.C.HRD	H.C.HRD SLIDING DOOR		META. FRAME GLASS DOOR
1	3'-0"	6'-8"	1-3/8"					EXISTING DOOR
2	6'-0"	6'-8"	1-3/4"					EXISTING DOOR
3	3'-0"	6'-8"	1-3/4"					EXISTING DOOR
4	3'-0"	6'-8"						OPENING W/CURTAIN



NOTE:
WINDOWS WILL NOT BE SCREEN OR COVERED AT ANY TIME.

LEGEND

	NEW WALL 2x4 STUD @ 16" O.C.
	EXISTING WALL
	REMOVE NON-BEARING WALL OR WINDOW
	FILL EXISTING WINDOW OR DOOR

FLOOR PLAN SC: 1/4" = 1'-0"

ENGINEER:

PROJECT:

PANDA FOOT MASSAGE
8847 IMPERIAL HWY SUITE H
DOWNEY, CA 90242
TEL: 626-216-4383

OWNER:

Date 1/17/20
Scale 1/4" = 1'-0"
Checked
Drawn LIFU JU

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Of Sheets

Revisions	By




VARIETY
 & ASSOCIATE DESIGN
 6710 N. ROSEMEAD BL.
 SAN GABRIEL CA 91775
 TEL: 626-833-0035

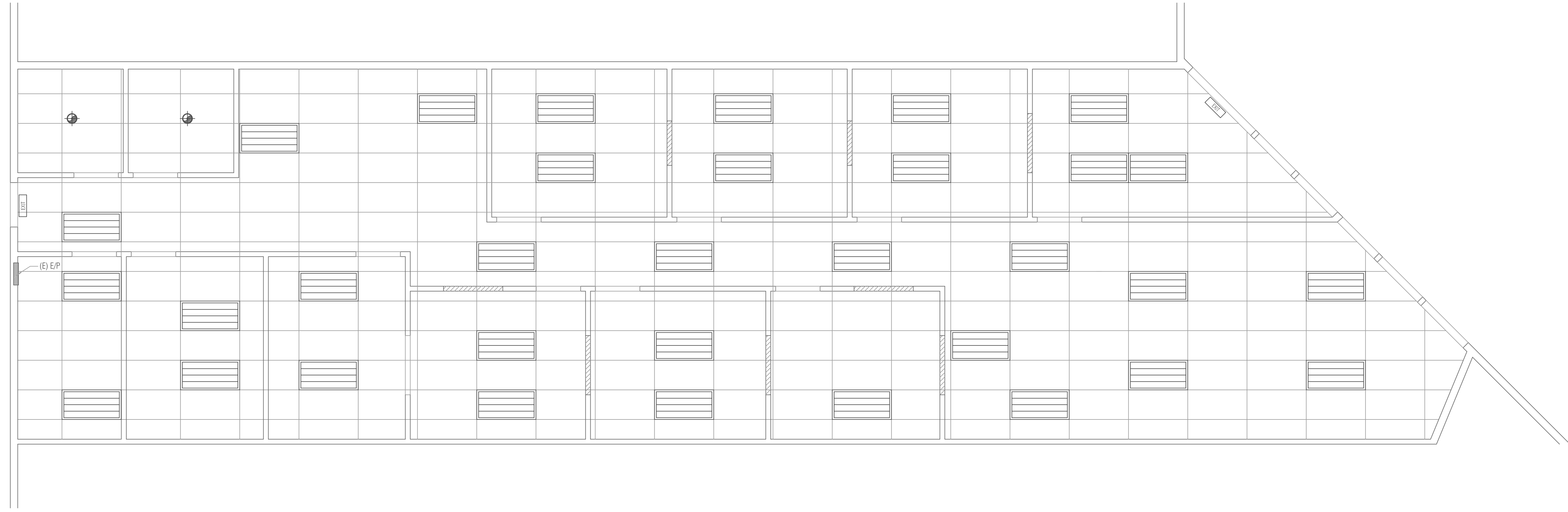
ENGINEER:

PROJECT:
ELECTRIC PLAN

OWNER:
**PANDA FOOT MASSAGE
 8847 IMPERIAL HWY SUITE H
 DOWNEY, CA 90242
 TEL: 626-216-4383**

Date 1/17/20
 Scale 1/4"=1'-0"
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 Of Sheets

REFLECTED CEILING LEGEND (ELECTRICAL PLAN)		NOTE
	2x4' FLUORESCENT TUBE (40 WATTS)	EXISTING
	EMERGENCY BACK-UP LIGHTING (POWER 90 MIN.)	NEW
	LIGHT W/EXHAUST FAN	EXISTING



ELECTRIC PLAN SC: 1/4"=1'-0"

Mary Cavanagh

From: Irving Anaya
Sent: Wednesday, June 10, 2020 8:18 AM
To: Mary Cavanagh
Subject: FW: Project location 8847 Imperial Highway, Suite H

See below.

Irving Anaya

Associate Planner



11111 Brookshire Avenue
Downey, CA 90241
Office: 562.904.7154
Email: ianaya@downeyca.org

Downey City Hall will re-open to the public on Monday, June 1, 2020. The public is required to wear a cloth face covering and maintain 6ft. of social distancing when entering the building. Services to the public will continue to be provided by phone, email or by appointment for those unable to visit City Hall. For specific information regarding other City operations and questions regarding COVID-19, residents can visit the City's website at <https://www.downeyca.org/coronavirus> or call the City's COVID-19 hotline at (562) 299-6711.

From: jameskriss@verizon.net [mailto:jameskriss@verizon.net]
Sent: Wednesday, June 10, 2020 1:57 AM
To: Downey Clity Clerk Public Comment
Cc: Irving Anaya
Subject: Project location 8847 Imperial Highway, Suite H

CAUTION: External Email Sender

James and Ron Kriss
12565 Lakewood Blvd.
Downey, Ca.
Landlord's : Conroy's-1-800 Flowers

RE: Panda Foot Massage
Application Type: Conditional Use Permit (PLN-20-00026)
Applicant: Youchang Dai
Owner of Plaza: Abbas Satrap (Imperial Plaza LLC)

Planning Commission:

To the planning commission of Downey. We are not against such a business coming into the area but please hear us out. We have some experience with such things in another City from the past.

It is my understanding that most regular Salons in addition to cutting nails, hair, etc., also do foot massages. Their regular hours do not exceed regular business hours which in our opinions would be 9AM to 9PM at the latest. If the hours run later than 9PM it is not a foot massage business but more like a massage parlor, which should require

cameras showing people going in and out for security issues and the cameras should also point towards our property for the same since such businesses do overflow into the neighboring businesses which could result in variable behavior issues. We do not know if such businesses are allowed into the City of Downey, however, we are not against a foot massage business and wish them all the best.

Best regards,

Jim and Ron Kriss




STAFF REPORT

PLANNING DIVISION

DATE: JUNE 3, 2020

TO: PLANNING COMMISSION

SUBMITTED BY: ALDO E. SCHINDLER, DIRECTOR OF COMMUNITY DEVELOPMENT
YVETTE M. ABICH GARCIA, CITY ATTORNEY 

SUBJECT: **ADOPTION OF RESOLUTION UPDATING PLANNING COMMISSION MEETING RULES AND REGULATIONS**



REPORT SUMMARY

On February 25, 2020, the Downey City Council adopted an ordinance amending its meeting rules to require 3 minutes per speaker for matters on the City Council agenda (non-agenda public comment, public hearings, consent calendar and administrative reports). The Ordinance will become effective March 26, 2020. In 2019, the City Council made clarifying changes to the meeting rules to allow one public comment period on Consent Calendar items even if an item is later pulled for discussion by the Council.

Pursuant to Downey City Charter Section 904, the Planning Commission may adopt meeting rules and procedures, subject to approval by the City Council. Section 904 states in relevant part:

“ ...

Each board or commission may prescribe its own rules and regulations, which shall be consistent with this Charter and shall be subject to the approval of the City Council. Copies of such rules shall be kept on file in the office of the City Clerk where they shall be available for public inspection.”

The Planning Commission has adopted meeting rules and regulations (“By-Laws”) which have been amended over the years. The last update of the Commission By-Laws was in 2012. The By-Laws and the conduct of the Planning Commission’s meetings have remained consistent with the City Council meeting rules as contained in the Downey Municipal Code.

This item is presented to the Planning Commission to amend the By-Laws in accordance with the recent changes made by the Downey City Council with respect to public participation at Council meetings. Those changes are as follows:

1. Public Hearings will have a 3-minute per speaker rule, except the applicant, with discretion to allow the Planning Commission to extend the time for good cause.
2. Non-public hearing items on the Planning Commission agenda listed as “Other Business” will have a 3-minute per speaker public comment period.

3. For consent calendar Items, each speaker shall be limited to three (3) minutes. If an item is pulled for further discussion by the Commission, the Commission may, but is not required to allow additional public comment.

4. For non-agenda public comment period, each speaker shall be limited to three (3) minutes.

5. Language was added that would allow the Commission to default to the City's meeting rules in the Downey Municipal Code for any matters not addressed in the By-Laws.

If the Resolution presented herein is approved by the Planning Commission, the Resolution will be presented to the City Council for approval.

CONCLUSION

Staff is recommending that the Planning Commission adopt the proposed Resolution recommending that the City Council adopt the proposed changes to the Planning Commission By-Laws.

EXHIBITS

- A. Proposed Planning Commission Resolution
 - o Includes Redline of Changes to By-Laws;
- B. Ordinance No. 20-1437

RESOLUTION NO. _____

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY
~~UPDATING ESTABLISHING REVISED~~ RULES AND REGULATIONS OF THE
PLANNING COMMISSION IN ACCORDANCE WITH SECTION 904 OF THE
DOWNEY CITY CHARTER**

THE PLANNING COMMISSION OF THE CITY OF DOWNEY DOES RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Downey does hereby adopt the following rules and regulations pursuant to Section 904 of the Downey City Charter~~bylaws~~:

DOWNEY PLANNING COMMISSION BY-LAWS

ARTICLE I

MEMBERS

Section 1. The Officers of the Planning Commission shall consist of a Chairman and Vice-Chairman, and all Commissioners shall be appointed members from their respective Council~~manic~~ districts.

Section 2. The Chairman shall preside at all meetings and hearings of the Planning Commission and shall have the duties normally conferred by parliamentary usage on such an officer. The Chairman shall have the privilege of discussing all matters before the Planning Commission and to vote thereon.

Section 3. The Vice-Chairman shall act for the Chairman in his absence.

Section 4. In the absence of both the Chairman and Vice-Chairman, the members present at such meeting may elect a Chairman pro-tem who shall serve only for the duration of the meeting in which he is appointed and shall have all powers of the Chairman for that meeting.

Section 5. The Secretary to the Commission shall be the Secretary of the Planning Division or that person designated by the City Manager, and is not a member of the Planning Commission. The Secretary shall keep minutes of Planning Commission proceedings and transactions, prepare the agenda of regular and special meetings, arrange proper and legal notice of hearings, attend to correspondence, and perform such other duties for the Planning Commission as are normally carried out by a Secretary.

ARTICLE II

ELECTION OF OFFICERS

Section 1. The Chairman and Vice-Chairman shall be elected by and from the members of the Planning Commission. Election of Chairman and Vice-Chairman shall be held at the second meeting of January of each year with the newly elected officers to take their seats on the first regular meeting in February.

Section 2. The terms of office for Chairman and Vice-Chairman shall be for one year, and thereafter until their respective successors are elected and qualified.

Section 3. Vacancies in offices shall be filled immediately by regular election procedure, but for the unexpired term only.

ARTICLE III

MEETINGS

Section 1. MEETING TIMES

The regular meetings of the Planning Commission of the City of Downey shall be on the first and third Wednesdays of the month at 6:30 p.m., in the City Hall, 11111 Brookshire Avenue, Downey, California, provided that whenever the time for holding any of the meetings falls on a holiday, the meeting shall be held on the next business day unless otherwise ordered by the Commission.

Section 2. AGENDA

- A. A written agenda shall be prepared for each regular and adjourned regular meeting of the Commission.
- B. The agenda must contain a brief general description of each item of business to be transacted or discussed at that meeting.
- C. Each agenda shall contain a clear statement of the time and location of the meeting as well as a statement that reports and documents relating to each agenda item are on file in the office of the Director of Community Development and are available for public inspection.
- D. The agenda shall be posted not less than 72 hours in advance of the regular or adjourned regular meeting to which it relates.
- E. The agenda shall be posted in a location freely accessible to the public on the City Hall Bulletin Board, Downey Public Library and Barbara J. Riley Community and Senior Center. The person posting the agenda shall complete and sign a certificate of posting.
- F. In addition to other notice requirements, the call and notice of a special meeting shall be posted at the locations specified in subparagraph E. Where feasible, an agenda shall be prepared for the special meeting in accordance with the procedures described in this paragraph.
- G. Emergency meetings pursuant to Government Code Section 54956.5 and other applicable law can be held without complying with the agenda requirements of this paragraph.
- H. The Commission shall not take any action on any item which does not appear on the posted agenda except as follows in accordance with the Governmental Code Section 54956.5

1. Emergency Situation

An emergency situation is defined as a work stoppage or other activity which severely impairs public health, safety, or both. Before proceeding to act upon an emergency item not appearing on the agenda, the Commission must, by a majority vote, determine that an emergency situation exists and that prompt action is required by the Commission. The Commission shall include in the minutes of its meeting the facts upon which it relied in finding the existence of an emergency situation.

2. "Subsequent Need" Item

The Commission may act upon an item not appearing on the agenda if it finds, by a two-thirds vote or by a unanimous vote if less than two-thirds but more than a quorum of its members are present, that the need to take action on the non-agenda item is required because the need to act arose after the posting of the agenda. If such a determination is to be made, a statement of facts upon which the determination is based shall be included in the minutes supporting the action taken.

3. Held Over Item

Items not appearing on the posted agenda may be acted upon at a meeting if:

- (a) the item appeared on a properly posted agenda for a previous meeting; and
- (b) the previous meeting occurred not more than five calendar days prior to the date of the meeting at which the item is proposed to be considered; and
- (c) the item was continued from the previous meeting to the meeting at which action is proposed to be taken.

Section 3. Special Meetings may be called at any time by the Chairman or by a majority of the Planning Commission by appropriate notice to the members of the Commission and to the media. The call and notice of the meeting shall provide the time, place and date of such meeting and the business to be transacted. The Secretary shall post an agenda of the Special Meeting at least 24 hours prior to said meeting.

Section 4. If, for any reason, the business to be considered at any regular or adjourned regular, special or adjourned special meeting cannot then be completed, the Commission may at such meeting designate the time for an adjourned meeting to consider any matter than can properly be considered at such meeting, and the notice of an adjourned meeting shall be posted in the manner required by Article III, Section 1 and 2 of these By-Laws. With respect to members not present, it shall be the duty of the Secretary to employ such reasonable means as may be necessary to notify the absent members.

Section 5. All meetings of the Commission shall be public meetings open to the public at all times, and all persons shall be permitted to attend such meetings. The provisions of this Section shall not apply to those matters that occur in closed sessions as outlined by the Brown Act.

Section 6. Appearance of a Commissioner before the Planning Commission. After a Commissioner has disqualified him or herself as a result of a potential conflict of interest, he or she may appear before the Commission during the hearing on the matter and present testimony regarding the matter, provided it is done in the following manner:

- A. Appears in the same manner as a member of the general public may appear, solely to represent him or herself in a manner relating to his or her personal interest. The official's "personal interests" would include, but not limited to, an interest in real property wholly owned by the official or his facility, a business wholly owned by the official or his family or a business entity which the official controls.
- B. When the Commissioner appears before the Planning Commission as a member of the general public, the testimony given should address how the decision will affect his personal interest. The Commissioner should not present testimony in a manner as acting as a representative of other persons in the community and should not bring forth matters beyond these personal interests.
- C. The Commissioner may have a representative speak on his or her behalf; once again the testimony given should be limited to how the decision relates to the public official's personal interest.

ARTICLE IV

ORDER OF BUSINESS

Section 1. The order of business for regular meetings shall be:

- 1. CALL TO ORDER
- 2. FLAG SALUTE
- 3. ROLL CALL
- 4. PLANNING COMMISSIONER ANNOUNCEMENTS; REQUESTS FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS
- 5. PRESENTATIONS
- 6. REPORT ON CITY COUNCIL ACTIONS
- 7. PUBLIC HEARINGS
- 8. 9:30 RECESS
- 9. NON-AGENDA PUBLIC COMMENTS
- 10. CONSENT CALENDAR ITEMS --ITEMS IN THIS SECTION WILL BE VOTED ON IN ONE MOTION UNLESS A COMMISSIONER OR CITIZEN REQUESTS SEPARATE ACTIONS. ANYONE WISHING TO DISCUSS A CONSENT CALENDAR ITEM SHOULD BE RECOGNIZED BY THE CHAIRMAN, STATE NAME, ADDRESS AND AGENDA ITEM NUMBER. FURTHER, ANY CONSENT CALENDAR ITEMS REMOVED FROM THE AGENDA WILL BE CONSIDERED BY THE COMMISSION FOLLOWING THE PUBLIC HEARING ITEMS.

A. MINUTES

B. OTHER BUSINESS ADMINISTRATIVE REPORTS

11. STAFF MEMBER COMMENTS

12. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Planning Division office at (562) 904-7154 (voice) of the California Relay Service Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. Supporting data for items included in this agenda is available for public review and inspection in the office of the Planning Division during regular workday hours between 8:00 a.m. and 5:00 p.m., and in the City Library during regular hours and on the City website at <http://www.downeyca.org>.

Section 2. The order of business for special meetings shall be:

1. Roll Call
2. Hearings and Cases, if any
3. Special Business
4. Oral Communications
5. Adjournment

Section 3. The order of business of any meeting may be changed by the Chairman with the approval of a majority of a quorum of the Commission.

ARTICLE V

HEARINGS

Section 1. In order to expedite the hearings on any petition, application, or appeal, the time for such hearings shall be set by the Secretary at the time of the filing of the petition, application or appeal, and the Secretary shall cause notice thereof to be given as required by the applicable law. All hearings shall be set for 6:30 p.m., unless otherwise specified by the Chairman or the Commission.

Section 2. The procedure for public hearings shall conform as nearly as possible to the following outline:

1. Chairman declares the public hearing open and with the consent of a quorum of the Commission, ~~may establish a maximum period of time for public testimony during the hearing.~~
2. Planning Division presents the case and factual information of land use and zoning in the area.
3. Chairman calls on applicant and those favoring the application. Each person speaking shall state for the record his or her name and address.

4. Chairman calls on those protesting the application. Each person speaking shall state for the record his or her name and address.
5. Chairman gives applicant time for rebuttal of protests.
6. Chairman asks for Planning Division recommendation.
7. Chairman declares the public hearing closed when members of the Planning Commission indicate they have heard all pertinent testimony. After the public hearing is closed, no additional substantive testimony may be given, however, the Commission may clarify information which has been received into the public record by directing questions to its staff or the public, provided further that such clarifications are made at the same meeting and immediately following the closure of the public hearing.
8. Planning Commission takes action.

Section 3.

1. On the Planning Commission agenda we will note, that at 9:30 p.m. the Planning Commission shall recess the regular meeting. At this time Staff will evaluate the agenda to see what items remain, to see if any new items will be heard beyond 10:30. If it is determined that the remaining items on the agenda will go beyond the 10:30 time period, Staff will confer with the various applicants as to the urgency of the items to be heard that "evening and will then give this information to the Chairman. The Commission will then determine which items need to be considered this evening and those items that could be continued to another meeting.
2. Upon the Chairman receiving information of those Planning Commission items that will go beyond the 10:30 time period, the Chairman of the Planning Commission will take those requested items to be continued, out of sequence with the action to continue those items to the designated scheduled meeting date and shall be placed first on the agenda.
3. The 9:30 recess will be adhered to as closely as possible, however, if there is a hearing in process, that hearing will be taken and the items 1 & 2 above will be conducted by Staff and the Commission will proceed accordingly.
4. A hearing before the Planning Commission, which for any reason cannot be completed at the time and place originally advertised, may be continued to a later date and an announcement of the time, place, and date of such continued hearing shall constitute sufficient notice to all parties concerned.

Section 4. In addition to hearings required by law, the Planning Commission may, at its discretion, hold public hearings on any matters when the Commission decides that such hearings will be in the public interest.

Section 5.

1. During Public Hearings, all interested parties will be allowed to address the Commission. The applicant shall speak after the staff report and shall have the opportunity for rebuttal. The applicant shall not be limited by the three (3) minute time

limit, but shall not be repetitious or digress from the issues before the Commission. The Chairperson shall request persons wishing to address the Commission on a Public Hearing item to approach the podium. In the interest of facilitating the business of the Commission, all persons addressing the Commission shall be limited to three (3) minutes unless such time is extended by a quorum of the Commission for good cause. The Commission may establish a maximum period of time for public testimony before or during the hearing.

2. The Commission will accept public comment concerning agenda items listed under "Other Business" at the time the item is considered by the Commission. Individuals wishing to address an agenda item shall approach the podium at the time the title of the item is announced by the Chairperson. Each person speaking shall be limited to three (3) minutes per agenda item.

3. At the time that the "Consent Calendar" is considered by the Commission, members of the public may address the Commission on any item on the Consent Calendar. Each person shall be limited to three (3) minutes. Once all public comments on Consent Calendar items are made, the Commission shall determine which items, if any, shall be removed from the Consent Calendar. All items that had been removed will be considered by the Commission after the Consent Calendar is approved. The Commission may, but is not required, to allow additional public comment on items removed from the Consent Calendar.

4. The Commission will accept public comments on non-agenda items during the "Non-Agenda Public Comment" portion of the meeting. Persons may only address the Commission on items not on the agenda but pertaining to the subject matter under the jurisdiction of the Commission. A determination of whether an item is appropriate for discussion shall be made by the Chairperson with the consent of a quorum of the Commission. Persons addressing the Commission during the "Non-Agenda Public Comment" period of the meeting shall be limited to three (3) minutes, unless the time is extended by the Chairperson with the consent of a quorum of the Commission.

~~1. Persons may address the Commission only on items pertaining to the subject matter under the jurisdiction of the Commission. A determination of whether an item is appropriate for discussion shall be made by the Chairperson with the consent of a quorum of the Commission.~~

~~2.~~

~~3. The Commission will hear the non-agenda items during the Oral Communications portion of the meeting.~~

~~4. Persons addressing the Commission during the Oral Communications portion of the meeting shall be limited to five (5) minutes, unless the time is extended by the Chairpersons with the consent of a quorum of the Commission.~~

ARTICLE VI

QUORUM

Section 1. Three members of the Commission shall constitute a quorum for the conduct of business, and the vote of a majority of the members at a meeting where a quorum is present shall

determine the act of decision or other law except where three votes are required by applicable ordinance.

Section 2. In the event of the lack of quorum at a meeting, the Chairman or Vice-Chairman, or Chairman Pro-tem, in that order, shall adjourn the meeting to another time, place, and date, and such adjournment shall serve as sufficient notice thereof to all matters whether present at such meeting or not. With respect to members not present, it shall be the duty of the Secretary to employ such reasonable means as may be necessary to notify the absent members. The Secretary may adjourn a meeting where no Commissioners are present, provided that if the meeting is adjourned to a time other than the next regular meeting, notice of the meeting shall be given as if the meeting were a special meeting.

Section 3. The Chairman and every member of the Commission present shall vote upon every issue unless abstaining for a reason given; provided, that when a hearing has been held on an issue and testimony has been taken, no member not present at such hearing shall vote upon such issue unless he has first read a transcript or heard a tape recording of the testimony and proceedings during the hearing.

ARTICLE VII

PARLIAMENTARY PROCEDURE

Section 1. Robert's Rules of Order shall govern in the conduct of Commission Meetings in all cases to which they are applicable and in which they are not inconsistent with these By-Laws Rules and Regulations or any applicable statute or ordinance of the City.

ARTICLE VIII

AMENDMENTS AND SUSPENSIONS

Section 1. These By-Laws Rules and Regulations may be amended at any regular or special meeting by an affirmative vote of not less than three members of the Planning Commission.

Section 2. The Planning Commission may suspend any of these By-Law provisions rules and regulations only for the duration of the meeting at which time they are suspended by a unanimous vote of all members present at such meeting, unless local or state law prohibits suspension of these By-law provisions.

ARTICLE IX

COMMISSION AUTHORITY

Section 1. Any matters not addressed in these By-Laws shall be governed by the Downey City Council meeting rules contained in the Downey Municipal Code, as they may be amended from time to time. Failure of the Commission to follow the procedures established by this Resolution shall not invalidate or otherwise affect any action of the Commission.

Section 2. These By-Laws in no way modify, amend or suspend the Commission's or individual Commissioner's obligations pursuant to the Political Reform Act, Open Meeting Law or

Resolution No.
Downey Planning Commission

other applicable statute of statewide concern. These By-Laws shall be construed to remain consistent with such statutes, as they may be amended from time to time.

SECTION 3. Planning Commission Resolution No. 12-2804 is hereby repealed.

SECTION 4. This Resolution shall take effect on the effective date of Ordinance No. 20-1437 following approval by the Downey City Council.

APPROVED by the Planning Commission this ____ day of _____, 20__.

Miguel Duarte~~Robert Kiefer~~, Chairman
City Planning Commission

I HEREBY CERTIFY that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Downey at a regular meeting thereof held on the ____ day of ____ 202014, by the following vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:
ABSTAIN: COMMISSIONERS:

Mary Cavanagh, Secretary
City Planning Commission

Approved by the Downey City Council during its regular meeting held on the ____ day of _____, 2020, by the following vote, to wit:

Blanca Pacheco, Mayor

ATTEST:

Maria Alicia Duarte, CMC
City Clerk

RESOLUTION NO. _____

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY
UPDATING RULES AND REGULATIONS OF THE PLANNING COMMISSION IN
ACCORDANCE WITH SECTION 904 OF THE DOWNEY CITY CHARTER**

THE PLANNING COMMISSION OF THE CITY OF DOWNEY DOES RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Downey does hereby adopt the following rules and regulations pursuant to Section 904 of the Downey City Charter:

DOWNEY PLANNING COMMISSION BY-LAWS

ARTICLE I

MEMBERS

Section 1. The Officers of the Planning Commission shall consist of a Chairman and Vice-Chairman, and all Commissioners shall be appointed members from their respective Council districts.

Section 2. The Chairman shall preside at all meetings and hearings of the Planning Commission and shall have the duties normally conferred by parliamentary usage on such an officer. The Chairman shall have the privilege of discussing all matters before the Planning Commission and to vote thereon.

Section 3. The Vice-Chairman shall act for the Chairman in his absence.

Section 4. In the absence of both the Chairman and Vice-Chairman, the members present at such meeting may elect a Chairman pro-tem who shall serve only for the duration of the meeting in which he is appointed and shall have all powers of the Chairman for that meeting.

Section 5. The Secretary to the Commission shall be the Secretary of the Planning Division or that person designated by the City Manager, and is not a member of the Planning Commission. The Secretary shall keep minutes of Planning Commission proceedings and transactions, prepare the agenda of regular and special meetings, arrange proper and legal notice of hearings, attend to correspondence, and perform such other duties for the Planning Commission as are normally carried out by a Secretary.

ARTICLE II

ELECTION OF OFFICERS

Section 1. The Chairman and Vice-Chairman shall be elected by and from the members of the Planning Commission. Election of Chairman and Vice-Chairman shall be held at the second meeting of January of each year with the newly elected officers to take their seats on the first regular meeting in February.

Section 2. The terms of office for Chairman and Vice-Chairman shall be for one year, and thereafter until their respective successors are elected and qualified.

Section 3. Vacancies in offices shall be filled immediately by regular election procedure, but for the unexpired term only.

ARTICLE III

MEETINGS

Section 1. MEETING TIMES

The regular meetings of the Planning Commission of the City of Downey shall be on the first and third Wednesdays of the month at 6:30 p.m., in the City Hall, 11111 Brookshire Avenue, Downey, California, provided that whenever the time for holding any of the meetings falls on a holiday, the meeting shall be held on the next business day unless otherwise ordered by the Commission.

Section 2. AGENDA

- A. A written agenda shall be prepared for each regular and adjourned regular meeting of the Commission.
- B. The agenda must contain a brief general description of each item of business to be transacted or discussed at that meeting.
- C. Each agenda shall contain a clear statement of the time and location of the meeting as well as a statement that reports and documents relating to each agenda item are on file in the office of the Director of Community Development and are available for public inspection.
- D. The agenda shall be posted not less than 72 hours in advance of the regular or adjourned regular meeting to which it relates.
- E. The agenda shall be posted in a location freely accessible to the public on the City Hall Bulletin Board, Downey Public Library and Barbara J. Riley Community and Senior Center. The person posting the agenda shall complete and sign a certificate of posting.
- F. In addition to other notice requirements, the call and notice of a special meeting shall be posted at the locations specified in subparagraph E. Where feasible, an agenda shall be prepared for the special meeting in accordance with the procedures described in this paragraph.
- G. Emergency meetings pursuant to Government Code Section 54956.5 and other applicable law can be held without complying with the agenda requirements of this paragraph.
- H. The Commission shall not take any action on any item which does not appear on the posted agenda except as follows in accordance with the Governmental Code Section 54956.5

1. Emergency Situation

An emergency situation is defined as a work stoppage or other activity which severely impairs public health, safety, or both. Before proceeding to act upon an emergency item not

appearing on the agenda, the Commission must, by a majority vote, determine that an emergency situation exists and that prompt action is required by the Commission. The Commission shall include in the minutes of its meeting the facts upon which it relied in finding the existence of an emergency situation.

2. "Subsequent Need" Item

The Commission may act upon an item not appearing on the agenda if it finds, by a two-thirds vote or by a unanimous vote if less than two-thirds but more than a quorum of its members are present, that the need to take action on the non-agenda item is required because the need to act arose after the posting of the agenda. If such a determination is to be made, a statement of facts upon which the determination is based shall be included in the minutes supporting the action taken.

3. Held Over Item

Items not appearing on the posted agenda may be acted upon at a meeting if:

- (a) the item appeared on a properly posted agenda for a previous meeting; and
- (b) the previous meeting occurred not more than five calendar days prior to the date of the meeting at which the item is proposed to be considered; and
- (c) the item was continued from the previous meeting to the meeting at which action is proposed to be taken.

Section 3. Special Meetings may be called at any time by the Chairman or by a majority of the Planning Commission by appropriate notice to the members of the Commission and to the media. The call and notice of the meeting shall provide the time, place and date of such meeting and the business to be transacted. The Secretary shall post an agenda of the Special Meeting at least 24 hours prior to said meeting.

Section 4. If, for any reason, the business to be considered at any regular or adjourned regular, special or adjourned special meeting cannot then be completed, the Commission may at such meeting designate the time for an adjourned meeting to consider any matter than can properly be considered at such meeting, and the notice of an adjourned meeting shall be posted in the manner required by Article III, Section 1 and 2 of these By-Laws. With respect to members not present, it shall be the duty of the Secretary to employ such reasonable means as may be necessary to notify the absent members.

Section 5. All meetings of the Commission shall be public meetings open to the public at all times, and all persons shall be permitted to attend such meetings. The provisions of this Section shall not apply to those matters that occur in closed sessions as outlined by the Brown Act.

Section 6. Appearance of a Commissioner before the Planning Commission. After a Commissioner has disqualified him or herself as a result of a potential conflict of interest, he or she may appear before the Commission during the hearing on the matter and present testimony regarding the matter, provided it is done in the following manner:

- A. Appears in the same manner as a member of the general public may appear, solely to represent him or herself in a manner relating to his or her personal interest. The official's "personal interests" would include, but not limited to, an interest in real property wholly

owned by the official or his facility, a business wholly owned by the official or his family or a business entity which the official controls.

- B. When the Commissioner appears before the Planning Commission as a member of the general public, the testimony given should address how the decision will affect his personal interest. The Commissioner should not present testimony in a manner as acting as a representative of other persons in the community and should not bring forth matters beyond these personal interests.
- C. The Commissioner may have a representative speak on his or her behalf; once again the testimony given should be limited to how the decision relates to the public official's personal interest.

ARTICLE IV

ORDER OF BUSINESS

Section 1. The order of business for regular meetings shall be:

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. PLANNING COMMISSIONER ANNOUNCEMENTS; REQUESTS FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS
5. PRESENTATIONS
6. REPORT ON CITY COUNCIL ACTIONS
7. PUBLIC HEARINGS
8. 9:30 RECESS
9. NON-AGENDA PUBLIC COMMENTS
10. CONSENT CALENDAR ITEMS --ITEMS IN THIS SECTION WILL BE VOTED ON IN ONE MOTION UNLESS A COMMISSIONER OR CITIZEN REQUESTS SEPARATE ACTIONS. ANYONE WISHING TO DISCUSS A CONSENT CALENDAR ITEM SHOULD BE RECOGNIZED BY THE CHAIRMAN, STATE NAME, ADDRESS AND AGENDA ITEM NUMBER. FURTHER, ANY CONSENT CALENDAR ITEMS REMOVED FROM THE AGENDA WILL BE CONSIDERED BY THE COMMISSION FOLLOWING THE PUBLIC HEARING ITEMS.
 - A. MINUTES
 - B. OTHER BUSINESS
11. STAFF MEMBER COMMENTS
12. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Planning Division office at (562) 904-7154 (voice) of the California Relay Service Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. Supporting data for items included in this agenda is available for public review and inspection in the office of the Planning Division during regular workday hours between 8:00 a.m. and 5:00 p.m., and in the City Library during regular hours and on the City website at <http://www.downeyca.org>.

Section 2. The order of business for special meetings shall be:

1. Roll Call
2. Hearings and Cases, if any
3. Special Business
4. Oral Communications
5. Adjournment

Section 3. The order of business of any meeting may be changed by the Chairman with the approval of a majority of a quorum of the Commission.

ARTICLE V

HEARINGS

Section 1. In order to expedite the hearings on any petition, application, or appeal, the time for such hearings shall be set by the Secretary at the time of the filing of the petition, application or appeal, and the Secretary shall cause notice thereof to be given as required by the applicable law. All hearings shall be set for 6:30 p.m., unless otherwise specified by the Chairman or the Commission.

Section 2. The procedure for public hearings shall conform as nearly as possible to the following outline:

1. Chairman declares the public hearing open and with the consent of a quorum of the Commission.
2. Planning Division presents the case and factual information of land use and zoning in the area.
3. Chairman calls on applicant and those favoring the application. Each person speaking shall state for the record his or her name and address.
4. Chairman calls on those protesting the application. Each person speaking shall state for the record his or her name and address.
5. Chairman gives applicant time for rebuttal of protests.
6. Chairman asks for Planning Division recommendation.

7. Chairman declares the public hearing closed when members of the Planning Commission indicate they have heard all pertinent testimony. After the public hearing is closed, no additional substantive testimony may be given, however, the Commission may clarify information which has been received into the public record by directing questions to its staff or the public, provided further that such clarifications are made at the same meeting and immediately following the closure of the public hearing.
8. Planning Commission takes action.

Section 3.

1. On the Planning Commission agenda we will note, that at 9:30 p.m. the Planning Commission shall recess the regular meeting. At this time Staff will evaluate the agenda to see what items remain, to see if any new items will be heard beyond 10:30. If it is determined that the remaining items on the agenda will go beyond the 10:30 time period, Staff will confer with the various applicants as to the urgency of the items to be heard that "evening and will then give this information to the Chairman. The Commission will then determine which items need to be considered this evening and those items that could be continued to another meeting.
2. Upon the Chairman receiving information of those Planning Commission items that will go beyond the 10:30 time period, the Chairman of the Planning Commission will take those requested items to be continued, out of sequence with the action to continue those items to the designated scheduled meeting date and shall be placed first on the agenda.
3. The 9:30 recess will be adhered to as closely as possible, however, if there is a hearing in process, that hearing will be taken and the items 1 & 2 above will be conducted by Staff and the Commission will proceed accordingly.
4. A hearing before the Planning Commission, which for any reason cannot be completed at the time and place originally advertised, may be continued to a later date and an announcement of the time, place, and date of such continued hearing shall constitute sufficient notice to all parties concerned.

Section 4. In addition to hearings required by law, the Planning Commission may, at its discretion, hold public hearings on any matters when the Commission decides that such hearings will be in the public interest.

Section 5.

1. During Public Hearings, all interested parties will be allowed to address the Commission. The applicant shall speak after the staff report and shall have the opportunity for rebuttal. The applicant shall not be limited by the three (3) minute time limit, but shall not be repetitious or digress from the issues before the Commission. The Chairperson shall request persons wishing to address the Commission on a Public Hearing item to approach the podium. In the interest of facilitating the business of the Commission, all persons addressing the Commission shall be limited to three (3) minutes unless such time is extended by a quorum of the Commission for good cause. The Commission may establish a maximum period of time for public testimony before or during the hearing.

2. The Commission will accept public comment concerning agenda items listed under "Other Business" at the time the item is considered by the Commission. Individuals wishing to address an agenda item shall approach the podium at the time the title of the item is announced by the Chairperson. Each person speaking shall be limited to three (3) minutes per agenda item.

3. At the time that the "Consent Calendar" is considered by the Commission, members of the public may address the Commission on any item on the Consent Calendar. Each person shall be limited to three (3) minutes. Once all public comments on Consent Calendar items are made, the Commission shall determine which items, if any, shall be removed from the Consent Calendar. All items that had been removed will be considered by the Commission after the Consent Calendar is approved. The Commission may, but is not required, to allow additional public comment on items removed from the Consent Calendar.

4. The Commission will accept public comments on non-agenda items during the "Non-Agenda Public Comment" portion of the meeting. Persons may only address the Commission on items not on the agenda but pertaining to the subject matter under the jurisdiction of the Commission. A determination of whether an item is appropriate for discussion shall be made by the Chairperson with the consent of a quorum of the Commission. Persons addressing the Commission during the "Non-Agenda Public Comment" period of the meeting shall be limited to three (3) minutes, unless the time is extended by the Chairperson with the consent of a quorum of the Commission.

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ARTICLE VI

QUORUM

Section 1. Three members of the Commission shall constitute a quorum for the conduct of business, and the vote of a majority of the members at a meeting where a quorum is present shall determine the act of decision or other law except where three votes are required by applicable ordinance.

Section 2. In the event of the lack of quorum at a meeting, the Chairman or Vice-Chairman, or Chairman Pro-tem, in that order, shall adjourn the meeting to another time, place, and date, and such adjournment shall serve as sufficient notice thereof to all matters whether present at such meeting or not. With respect to members not present, it shall be the duty of the Secretary to employ such reasonable means as may be necessary to notify the absent members. The Secretary may adjourn a meeting where no Commissioners are present, provided that if the meeting is adjourned to a time other than the next regular meeting, notice of the meeting shall be given as if the meeting were a special meeting.

Section 3. The Chairman and every member of the Commission present shall vote upon every issue unless abstaining for a reason given; provided, that when a hearing has been held on an issue and testimony has been taken, no member not present at such hearing shall vote upon such issue unless he has first read a transcript or heard a tape recording of the testimony and proceedings during the hearing.

ARTICLE VII

PARLIAMENTARY PROCEDURE

Section 1. Robert's Rules of Order shall govern in the conduct of Commission Meetings in all cases to which they are applicable and in which they are not inconsistent with these By-Laws or any applicable statute or ordinance of the City.

ARTICLE VIII

AMENDMENTS AND SUSPENSIONS

Section 1. These By-Laws may be amended at any regular or special meeting by an affirmative vote of not less than three members of the Planning Commission.

Section 2. The Planning Commission may suspend any of these By-Law provisions only for the duration of the meeting at which time they are suspended by a unanimous vote of all members present at such meeting, unless local or state law prohibits suspension of these By-law provisions.

ARTICLE IX

COMMISSION AUTHORITY

Section 1. Any matters not addressed in these By-Laws shall be governed by the Downey City Council meeting rules contained in the Downey Municipal Code, as they may be amended from time to time. Failure of the Commission to follow the procedures established by this Resolution shall not invalidate or otherwise affect any action of the Commission.

Section 2. These By-Laws in no way modify, amend or suspend the Commission's or individual Commissioner's obligations pursuant to the Political Reform Act, Open Meeting Law or other applicable statute of statewide concern. These By-Laws shall be construed to remain consistent with such statutes, as they may be amended from time to time.

SECTION 3. Planning Commission Resolution No. 12-2804 is hereby repealed.

SECTION 4. This Resolution shall take effect on the effective date of Ordinance No. 20-1437 following approval by the Downey City Council.

APPROVED by the Planning Commission this ____ day of _____, 20__.

Miguel Duarte, Chairman
City Planning Commission

Resolution No.
Downey Planning Commission

I HEREBY CERTIFY that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Downey at a regular meeting thereof held on the ___ day of ___ 2020, by the following vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:
ABSTAIN: COMMISSIONERS:

Mary Cavanagh, Secretary
City Planning Commission

Approved by the Downey City Council during its regular meeting held on the ___ day of _____, 2020, by the following vote, to wit:

Blanca Pacheco, Mayor

ATTEST:


Maria Alicia Duarte, CMC
City Clerk





DATE: June 17, 2020

TO: PLANNING COMMISSION

SUBMITTED BY: ALDO E. SCHINDLER, DIRECTOR OF COMMUNITY DEVELOPMENT

REVIEWED BY: CRYSTAL LANDAVAZO, CITY PLANNER 

PREPARED BY: ALFONSO HERNANDEZ, SENIOR PLANNER 

SUBJECT: PLN-20-00050 (GENERAL PLAN CONSISTENCY) – A REQUEST TO FIND THAT THE CAPITAL IMPROVEMENT PROGRAM FOR THE 2020-21 FISCAL YEAR IS CONSISTENT WITH THE GENERAL PLAN. 

REPORT SUMMARY

Pursuant to State Government Code 65401, the Planning Commission must find that the City's Capital Improvement Program (CIP) is consistent with the City's General Plan. Based on the analysis contained in this report, staff is recommending the Planning Commission adopt the following titled resolution:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY ADOPTING A FINDING THAT THE CAPITAL IMPROVEMENT PROGRAM FOR THE 2020-21 FISCAL YEAR IS CONSISTENT WITH THE GENERAL PLAN

BACKGROUND

The CIP identifies the proposed major projects and improvements that the City will undertake during the ensuing fiscal year. Included within the program are types of projects, costs, funding sources, and anticipated time frame. The types of projects include street improvements, property acquisitions, infrastructure improvements, consulting services, equipment, and building maintenance. Although the city may carry out multiple projects not identified in the CIP, the program only includes initiatives with costs exceeding \$5,000.00.

On an annual basis, the Planning Commission must review and find the program to be consistent with the City's General Plan. Section 65401 of the State of California Government Code states that the CIP, "...shall be submitted to the county or city planning agency for review and report to said official agency as to conformity with the adopted general plan or part thereof." The Planning Commission fulfills the role of the "planning agency" while the City Council fulfills the role of the "official agency". The Planning Commission's purpose in this process is to determine that the CIP is consistent with the goals, policies, and programs found within the City of Downey's Vision 2025 General Plan. This action does not approve, fund, or authorize any individual or specific project. After action is taken on this item, the finding will then be forwarded to the City Council for their review and determination.

DISCUSSION

The proposed 2020-21 CIP consists of 115 projects. The proposed improvements total approximately \$92.72 million dollars, which are funded from a variety of federal, state, local, and grant funding sources. Within the program these projects are divided into six categories, which include Streets (intersection improvements, pavement rehabilitation, sidewalk repairs, landscaping, roadway widening, bridge replacement or rehabilitation, corridor beautification), Traffic Safety (traffic signal communication upgrades and expansion, traffic signal upgrades, street lighting upgrades new raised median island projects,), Public Facilities (park upgrades, facility maintenance, facility modernization/expansion), Water Utility (new water mains, service lines and infrastructure upgrades, new water wells, upgrade existing water wells, maintenance), Sewer Improvements (sanitary sewer system repair and rehabilitation), and Storm Water Improvements (storm drain repair, rehabilitation and maintenance, regulatory permit compliance,). A copy of the 2020-21 CIP is attached to this document.

As previously noted, it is the Planning Commission's responsibility is to determine if the CIP is consistent with the adopted General Plan. In reviewing the General Plan, staff found the proposed 2020-21 CIP to be consistent with the following policies:

Streets

Goal 2.1. Increase the capacity of the existing street system.

Policy 2.1.1. Maintain a street system that provides safe and efficient movement of people and goods.

Goal 8.3. Promote the enhancement of the streetscape.

Policy 8.3.2. Promote city-initiated streetscape enhancement projects.

Policy 8.3.3. Promote the installation of new trees.

The proposed programs under the "Streets" projects include upgrading existing street intersections/roadways, street medians, and adding additional traffic lanes to streets, thereby increasing roadway capacity. The enhancements will allow the City to maintain a safe and efficient street system.

Traffic Safety

Goal 2.1. Increase the capacity of the existing street system.

Policy 2.1.1. Maintain a street system that provides safe and efficient movement of people and goods.

Goal 2.2. Promote the use of alternative modes of travel, other than single-occupant vehicles, to relieve traffic congestion.

Policy 2.2.1. Promote walking as an attractive alternative to vehicular transportation.

Policy 2.2.2. Promote bicycling as an attractive alternative to vehicular transportation.

Goal 5.7. Reduce the likelihood of traffic accidents.

Policy 5.7.1. Promote traffic safety along streets.

Policy 5.7.2. Promote the installation of sidewalks and walkways to improve traffic safety.

The proposed improvements under traffic safety include median improvements and traffic signal upgrades, and pedestrian safety improvements. These programs are consistent with the policies of the General Plan since they will assist in providing a safe and efficient street system and enhance the overall safety of traffic. Projects also include upgrades to sidewalks and bicycle related initiatives.

Public Facility

Goal 1.1. Provide sufficient land areas for uses that serve the needs of residents, visitors, and businesses.

Policy 1.1.5. Provide an appropriate amount of land area for recreation and entertainment.

Goal 7.2. Optimize the use of established public parks to meet the needs of residents.

Policy 7.2.2. Upgrade existing park facilities.

Goal 7.3. Increase the amount of park acreage.

Policy 7.3.1. Promote the expansion of the existing park system.

Goal 8.2. Maintain and enhance the appearance of properties.

Policy 8.2.2. Promote the upgrading of properties.

Implementation of the projects listed in the CIP will be consistent with the policies mentioned above. The programs that are included in the CIP will upgrade existing parks and gyms, create a new sports complex, and modernize/expand existing fire stations.

Water Utility, Stormwater Improvements, and Sewer Improvements

Goal 4.1. Provide an adequate water supply for the needs of residents, workers, and visitors to the City.

Policy 4.1.2. Maintain the water supply system to meet water demands.

Goal 4.2. Prevent the contamination of groundwater.

Policy 4.2.1. Monitor and improve groundwater quality.

Goal 4.3. Reduce the contaminant level at beaches and oceans.

Policy 4.2.1. Reduce the contaminant level of stormwater and urban runoff generated within Downey.

Projects identified in the CIP consist of improvements to existing water wells and installation of new water wells, as well as maintenance of the infrastructure related to the City's water supply. Initiatives also include remediation and clean up to prevent contamination of groundwater. Regarding urban runoff, the City will improve existing infrastructure and continue to comply with federal permits for water discharge. Lastly, sewer infrastructure will also receive continued maintenance and repair.

As noted in the above analysis, the proposed 2020-21 Capital Improvement Program is consistent with the aforementioned General Plan goals and policies. For this reason, staff believes that the Planning Commission can find the CIP to be consistent with the General Plan.

ENVIRONMENTAL ANALYSIS

Staff has reviewed the General Plan Consistency for compliance with the California Environmental Quality Act (CEQA). Upon completion of this review staff has determined that CEQA is not applicable to this action, pursuant to CEQA Guideline Section No. 15061 (b)(3). A finding of consistency with the City's General Plan does not approve, adopt, or fund any of the projects listed within the CIP. Impacts generated from a specific project will be analyzed through that respective approval.

RESOLUTION NO. 20-

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY ADOPTING A FINDING THAT THE CAPITAL IMPROVEMENT PROGRAM FOR THE 2020-21 FISCAL YEAR IS CONSISTENT WITH THE GENERAL PLAN

THE PLANNING COMMISSION OF THE CITY OF DOWNEY DOES RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Downey does hereby find, determine and declare that:

- A. The City of Downey General Plan (Vision 2025) was adopted on January 25, 2005; and,
- B. The City of Downey has prepared a Capital Improvement Program for the 2020-21 fiscal year; and,
- C. Pursuant to State of California Government Code Section 65401, the Planning Commission is required to review the Capital Improvement Program to determine that it is in conformance with the City's General Plan; and,
- D. On June 17, 2020, the Planning Commission reviewed said request and considered all factors relating to the General Plan consistency of the Capital Improvement Program for the 2020-21 fiscal year.

SECTION 2. The Planning Commission further finds, determines, and declares that the proposed project was reviewed for compliance with the California Environmental Quality Act (CEQA), and is exempt from CEQA, pursuant to Guideline Section 15061 (b)(3).

SECTION 3. The Planning Commission does hereby find and determine that the Capital Improvement Program for the 2020-21 fiscal year is consistent with the City of Downey's adopted General Plan because the projects contained therein are consistent with the following General Plan goals and policies:

Goal 2.1. Increase the capacity of the existing street system.

Policy 2.1.1. Maintain a street system that provides safe and efficient movement of people and goods.

Goal 2.2. Promote the use of alternative modes of travel, other than single-occupant vehicles, to relieve traffic congestion.

Policy 2.2.1. Promote walking as an attractive alternative to vehicular transportation.

Policy 2.2.2. Promote bicycling as an attractive alternative to vehicular transportation.

Goal 4.1. Provide an adequate water supply for the needs of residents, workers, and visitors to the City.

Policy 4.1.2. Maintain the water supply system to meet water demands.

Goal 4.2. Prevent the contamination of groundwater.

Policy 4.2.1. Monitor and improve groundwater quality.

Goal 4.3. Reduce the contaminant level at beaches and oceans.

Policy 4.3.1. Reduce the contaminant level of stormwater and urban runoff generated within Downey.

Goal 5.7. Reduce the likelihood of traffic accidents.

Policy 5.7.1. Promote traffic safety along streets.

Policy 5.7.2. Promote the installation of sidewalks and walkways to improve traffic safety.

Goal 7.2. Optimize the use of established public parks to meet the needs of residents.

Policy 7.2.2. Upgrade existing park facilities.

Goal 7.3. Increase the amount of park acreage.

Policy 7.3.1. Promote the expansion of the existing park system.

Goal 8.2. Maintain and enhance the appearance of properties.

Policy 8.2.2. Promote the upgrading of properties.

Goal 8.3. Promote the enhancement of the streetscape.

Policy 8.3.2. Promote city-initiated streetscape enhancement projects.

Policy 8.3.3. Promote the installation of new trees.

SECTION 4. The Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 17th day of June 2020.

Miguel Duarte, Chairman
City Planning Commission

I HEREBY CERTIFY that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Downey at a regular meeting thereof, held on the 17th day of June 2020, by the following vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:

Mary Cavanagh, Secretary
City Planning Commission

CIP Number	Number	Account	Requesting Department	Type	Project Title	Project Location	Activity	C.O.	New	Total	22 AQMD Fund	23 L&L District Fund	25 TDA III Fund	26 Grant Fund	30 Gast Tax Fund	32 SB1 Local Return Fund	33 Measure S Bond Fund	35 Measure S Sales Tax Fund	38 Vehicle Impact Fee Fund	40 Capital Project Fund	40 Art in Public Places Fund	40 Other Fund	50 Storm Water Fund	51 Water Fund	54 Prop "C" Local Return Fund	56 Measure R Local Return Fund	57 Measure M Local Return Fund	72 Sewer Fund	Total	Notes
SS601B	1	16601	PW	Street Improvements	Paramount Boulevard at Firestone Boulevard Improvements	Southwest Corner of Paramount Boulevard at Firestone Boulevard	Const.	83,556	0	83,556	0	0	0	83,556	0	0	0	0	0	0	0	0	0	0	0	0	0	0	83,556	
n/a	2	16624	PW	Street Improvements	Annual Miscellaneous Bridge Repairs	Citywide	Const.	198,000	2,000	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	200,000	0	200,000	
CIP 16-20	3	16628	PW	Street Improvements	Old River School Road Pavement Rehabilitation	Old River School Road (Imperial Highway to Arnett Street)	Const.	2,581,486	182,000	2,763,486	0	0	0	2,484,331	0	0	0	0	0	0	0	0	0	0	0	14,788	264,367	0	2,763,486	
CIP 14-09	4	16692	PW	Street Improvements	Firestone Boulevard at Lakewood Boulevard Intersection Improvements	Firestone Boulevard at Lakewood Boulevard	Env., PS&E & Const.	1,229,765	1,359,100	2,588,865	0	0	0	2,588,865	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,588,865	I-605 Corridor Congestion Hot Spots (\$2.3 mil) Spring Hill Suites Developer Fee (\$359,100)
CIP 14-08	5	16693	PW	Street Improvements	Florence Avenue Bridge Rehabilitation at Rio Hondo River	Florence Avenue at Rio Hondo River	Env. + PS&E	211,197	1,635,149	1,846,346	0	0	0	1,789,189	0	0	0	0	0	0	0	0	0	0	0	0	57,157	0	1,846,346	Federal HBP grant
CIP 14-07	6	16710	PW	Street Improvements	Florence Avenue Bridge Rehabilitation and Widening at San Gabriel River	Florence Avenue at San Gabriel River	Env + PS&E	836,152	112,000	948,152	0	0	0	912,000	17,132	0	0	0	0	0	0	0	0	0	0	0	19,020	0	948,152	Federal HBP grant
CIP 15-13	7	17728	PW	Street Improvements	Safety Lighting Improvement Project Adjacent to the I-5 Freeway, Phase 2	Area currently occupied by Dollison Drive (vacated due to I-5 Fwy. expansion) between Fairford Avenue and Cecilia Street	Const.	60,000	0	60,000	0	60,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60,000	Zone 1 L&L District Funding for Safety Lighting
CIP 16-03	8	17804	PW	Street Improvements	I-5 Freeway at Florence Avenue Traffic Mitigation Improvements	Florence Avenue (Studebaker Road to Orr & Day Road)	Const.	5,000	0	5,000	0	0	0	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	Caltrans Grant for Traffic Mitigation & Inspection
CIP 16-05	9	17806	PW	Street Improvements	Telegraph Road Traffic Throughput & Safety Enhancements, Phase 2	Telegraph Road (West City Limit to Lakewood Boulevard and Passons Boulevard to East City Limit)	Const.	6,699,540	2,800,460	9,500,000	0	0	0	5,828,739	0	1,000,000	0	0	0	0	0	0	0	0	1,220,801	0	1,450,460	0	9,500,000	Federal RSTP grant (\$2.8 mil.= 28% of project cost) and Metro Measure M MSP grant (\$350k). Includes reimbursement from Pico Rivera (\$2.7 mil.).
CIP 18-05	10	16721	PW	Street Improvements	Tweedy Lane Pavement Rehabilitation	Tweedy Lane (Florence Avenue to Suva Street)	Const.	454,000	13,650	467,650	0	0	0	414,000	53,650	0	0	0	0	0	0	0	0	0	0	0	0	0	467,650	
CIP 15-12	11	16712	PW	Street Improvements	Bellflower Boulevard Pavement Rehabilitation	Bellflower Boulevard (Foster Road to Dalen Street) and (900 ft. N/O Imperial Highway to Stewart and Gray Road)	Env + PS&E	15,000	10,000	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	0	0	0	25,000	
CIP 14-14	12	16711	PW	Street Improvements	Woodruff Avenue Pavement Rehabilitation	Woodruff Avenue (Foster Road to Stewart and Gray Road)	Env + PS&E	15,000	10,000	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	0	25,000		
CIP 19-05	13	16744	PW	Street Improvements	Suva Street at Rio Hondo River Bridge Repair	Suva Street bridge at the Rio Hondo River	Const.	0	26,000	26,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26,000	0	26,000	Los Angeles County Department of Public Works is the lead agency and the City's shared cost is \$26,000.	
CIP 19-06	14	16745	PW	Street Improvements	Paramount Boulevard at Imperial Highway Intersection Improvements	Paramount Boulevard at Imperial Highway	R/W, PS&E & Const.	2,983,892	0	2,983,892	0	0	0	2,983,892	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,983,892	
CIP 19-07	15	16746	PW	Street Improvements	Lakewood Boulevard at Florence Avenue Intersection Improvements	Lakewood Boulevard at Florence Avenue	Env. R/W Acq. +PS&E	4,696,935	0	4,696,935	0	0	0	4,696,935	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,696,935	
CIP 19-08	16	16747	PW	Street Improvements	Lakewood Boulevard at Imperial Highway Intersection Improvements	Lakewood Boulevard at Imperial Highway	Env. R/W Acq. +PS&E	1,000,000	0	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000,000	
n/a	17	16762	PW	Street Improvements	Urban Forest Management Plan	Citywide	Const.	251,100	0	251,100	0	0	0	251,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	251,100	Cal-Fire grant
CIP 20-01	18	16779	PW	Street Improvements	FY 19/20 Miscellaneous Concrete Repairs and ADA Improvements	Council District 1 (miscellaneous concrete improvements) & Citywide (ADA improvements)	Const.	380,000	30,000	410,000	0	0	40,000	0	0	370,000	0	0	0	0	0	0	0	0	0	0	0	0	410,000	
CIP 20-03	19	16781	PW	Street Improvements	FY 19/20 Residential Streets Pavement Rehabilitation	Council Districts 3 & 4	Const.	1,577,000	1,020,000	2,597,000	0	0	0	152,000	0	1,005,000	0	0	1,290,000	0	0	0	0	0	0	150,000	0	2,597,000	Includes \$122k developer contribution (KB Homes) for Parrot Ave. N/O 5th St. and \$30k (Aldi's) for Nash Ave.	
CIP 20-04	20	16782	PW	Street Improvements	Lakewood Boulevard Parkway Improvements	Lakewood Boulevard (Imperial Highway and Bellflower Boulevard)	PS&E + Const.	5,000	95,000	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100,000	0	100,000	
CIP 20-05	21	16783	PW	Street Improvements	Florence Avenue Pavement Rehabilitation	Florence Avenue (Tweedy Lane to Brookshire Avenue)	PS&E + Const.	570,000	580,000	1,150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,050,000	0	100,000	0	1,150,000	
CIP 20-06	22	16784	PW	Street Improvements	3rd Street Pavement Rehabilitation	3rd Street (Old River School Road to Rives Avenue)	PS&E + Const.	90,000	380,000	470,000	0	0	0	0	0	290,000	0	0	0	0	0	0	0	0	0	180,000	0	0	470,000	
CIP 20-07	23	16785	PW	Street Improvements	Paramount Boulevard Median Landscape Improvements (Phase 1)	Paramount Boulevard (Imperial Highway to Firestone Boulevard)	Const.	700,000	0	700,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	700,000	0	700,000	
CIP 20-08	24	16786	PW	Street Improvements	Firestone Boulevard Median Landscape Improvements	Firestone Boulevard (West City Limit to Old River School Road)	Const.	400,000	0	400,000	0	0	0	0	260,000	0	0	0	0	0	0	0	0	0	0	0	140,000	0	400,000	
CIP 20-09	25	16787	PW	Street Improvements	Entry Monument Signs (Various Locations)	Citywide	PS&E + Const.	60,000	0	60,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60,000	0	60,000		
CIP 20-24	26	16742	PW	Street Improvements	Paramount Boulevard Median Landscape Improvements (Phase 2)	Paramount Boulevard (Firestone Boulevard to Florence Avenue)	Const.	295,000	220,000	515,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	515,000	0	515,000		
CIP 20-36	27	16769	PW	Street Improvements	Lakewood Boulevard Street Improvements	Lakewood Boulevard (Century Boulevard to Gardendale Street)	PS&E + Const.	737,500	0	737,500	0	0	0	0	0	0	0	0	0	0	0	737,500	0	0	0	0	0	0	737,500	Caltrans Relinquishment funds.
CIP 20-37	28	17802	PW	Street Improvements	Lakewood Boulevard Street Improvements (Phase 3E)	Lakewood Boulevard (Gallatin Road to Telegraph Road)	PS&E + Const.	489,206	0	489,206	0	0	0	489,206	0	0	0	0	0	0	0	0	0	0	0	0	0	0	489,206	
CIP 21-01	29	16774	PW	Street Improvements	FY 20/21 Miscellaneous Concrete Repairs and ADA Improvements	Council District 1	PS&E + Const.	0	540,000	540,000	0	0	40,000	200,000	0	300,000	0	0	0	0	0	0	0	0	0	0	0	0	540,000	
CIP 21-02	30	16775	PW	Street Improvements	FY 20/21 Annual Slurry Seal Project	Council District 1	PS&E + Const.	0	300,000	300,000	0	0	0	0	0	300,000	0	0	0	0	0	0	0	0	0	0	0	0	300,000	
CIP 21-03	31	16776	PW	Street Improvements	FY 20/21 Annual Residential Streets Pavement Rehabilitation	Council District 1	PS&E + Const.	0	2,280,000	2,280,000	0	0	0	0	0	150,000	0	0	2,130,000	0	0	0	0	0	0	0	0	0	2,280,000	
CIP 21-04	32	16777	PW	Street Improvements	Century Boulevard Pavement Rehabilitation	Century Boulevard (Klondike Avenue to Downey Avenue and Downey Avenue to Elburg Street)	PS&E + Const.	0	200,000	200,000	0	0	0	0	0	0	0	0	200,000	0	0	0	0	0	0	0	0	0	200,000	

CIP Number	Number	Account	Requesting Department	Type	Project Title	Project Location	Activity	C.O.	New	Total	22 AQMD Fund	23 L&L District Fund	25 TDA III Fund	26 Grant Fund	30 Gast Tax Fund	32 SB1 Local Return Fund	33 Measure S Bond Fund	35 Measure S Sales Tax Fund	38 Vehicle Impact Fee Fund	40 Capital Project Fund	40 Art in Public Places Fund	40 Other Fund	50 Storm Water Fund	51 Water Fund	54 Prop "C" Local Return Fund	56 Measure R Local Return Fund	57 Measure M Local Return Fund	72 Sewer Fund	Total	Notes	
CIP 20-30	33	16778	PW	Street Improvements	Foster Bridge Boulevard, Rivergrove Drive and Glenciff Drive Pavement Rehabilitation	Foster Bridge Boulevard (Bluff Road to Rivergrove Drive), Rivergrove Drive (Foster Bridge Boulevard to Glenciff Drive) and Glenciff Drive (Rivergrove Drive to Bluff Road)	Design	0	60,000	60,000	0	0	0	0	0	0	0	0	60,000	0	0	0	0	0	0	0	0	0	0	60,000	
CIP 21-05	34	16835	PW	Street Improvements	3rd Street Pavement Rehabilitation	3rd Street (Rives Avenue to Paramount Boulevard)	Design	0	50,000	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	50,000		
CIP 21-06	35	16830	PW	Street Improvements	Fifth Street Pavement Rehabilitation	Fifth Street (Brookshire Avenue to Lakewood Boulevard)	Design	0	50,000	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	50,000		
n/a	36	16454	PW	Traffic Improvements	Traffic Safety Improvement Program	Various locations citywide	Const.	0	200,000	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	200,000	0	0	0	200,000	
n/a	37	17808	PW	Traffic Improvements	Lakewood Boulevard/ Rosemead Boulevard Complete Streets Study	Lakewood Boulevard (North City Limit to South City Limit)	Study	64,807	193	65,000	0	0	0	0	0	65,000	0	0	0	0	0	0	0	0	0	0	0	0	0	65,000	City's share of grant received through Gateway Cities COG
n/a	38	17829	PW	Traffic Improvements	Florence Avenue Regional Complete Streets Study	Florence Avenue (West City Limit to East City Limit)	Study	24,658	342	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	0	0	25,000	City's share of Metro grant procured by the Gateway Cities COG	
n/a	39	16005	PW	Traffic Improvements	I-5 Consortium		Study	0	30,000	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30,000	0	0	30,000		
n/a	40	16484	PW	Traffic Improvements	I-710 Consortium		Study	0	25,000	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	0	0	25,000		
n/a	41	16572	PW	Traffic Improvements	91/605 Major Corridor Study		Study	0	20,000	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000	0	0	20,000		
n/a	42	16836	PW	Traffic Improvements	Systemic Safety Analysis Report Program	Citywide	Study	0	80,000	80,000	0	0	0	72,000	0	0	0	0	0	0	0	0	0	0	0	0	8,000	0	0	80,000	Full Caltrans grant amount = \$72k; local match = \$8k
CIP 17-07	43	17826	PW	Traffic Improvements	Citywide Transit Priority System	Downey LINK routes citywide	Env + PS&E	170,700	1,216,300	1,387,000	0	0	0	1,292,000	0	0	0	0	0	0	0	0	0	0	0	95,000	0	0	1,387,000	Full grant amount = \$1,292k; local match = \$515k (20%)	
CIP 16-15	44	17827	PW	Traffic Improvements	Bike Share and Safety Education Program	Citywide	Const.	43,900	100	44,000	0	0	0	20,000	0	0	0	0	0	0	0	0	0	0	0	24,000	0	0	44,000	Full grant amount = \$180k; local match = \$114k (39%)	
CIP 17-09	45	17830	PW	Traffic Improvements	Paramount Boulevard Signalization & Safety Enhancements	Paramount Boulevard (Gardendale Street to Telegraph Road)	Const.	1,710,000	28,800	1,738,800	0	0	0	1,738,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,738,800	Federal HSIP Cycle 7 \$187,500 grant and toll credits	
CIP 17-10	46	17831	PW	Traffic Improvements	Stewart & Gray Road Signalization & Safety Enhancements	Stewart & Gray Road (Old River School Road and Firestone Boulevard)	Const.	2,146,112	5,888	2,152,000	0	0	0	1,981,880	0	0	0	0	0	0	0	0	0	0	0	170,120	0	0	2,152,000	Federal HSIP Cycle 7 grant and toll credits	
CIP 17-11	47	17832	PW	Traffic Improvements	South Downey Safe Routes to School Project	South Part of the City	PS&E + Const.	415,250	180,000	595,250	0	0	184,500	210,750	0	200,000	0	0	0	0	0	0	0	0	0	0	0	0	595,250	Full grant amount = \$238k; local match = \$278k (54%)	
CIP 17-12	48	17833	PW	Traffic Improvements	Citywide Pedestrian Plan	Citywide	Study	80,000	0	80,000	0	0	0	80,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	80,000	Full grant amount = \$300k; no local match	
CIP 17-14	49	17834	PW	Traffic Improvements	Traffic Management Center (TMC) Upgrades	City Hall	Const.	273,000	0	273,000	0	0	0	218,400	54,600	0	0	0	0	0	0	0	0	0	0	0	0	0	273,000	LA County grant (\$218k); local match \$54k	
CIP 18-07	50	16722	PW	Traffic Improvements	Imperial Highway Signalization & Safety Enhancements	Imperial Highway (Old River School Road to and Woodruff Avenue)	Const.	778,600	380,000	1,158,600	0	0	0	1,158,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,158,600	Federal HSIP Cycle 8 grant.	
CIP 19-14	51	16765	PW	Traffic Improvements	Downey Bike Master Plan Implementation Phase 1 Downtown/Transit	Citywide	PS&E + Const.	1,103,156	1,609,260	2,712,416	0	0	0	2,164,933	0	0	0	0	0	0	0	0	0	0	0	0	547,483	0	2,712,416	Metro Call '15 grant (80%) + local match (20%).	
CIP 20-11	52	16789	PW	Traffic Improvements	Florence Avenue Traffic Signal Upgrades	Florence Avenue at Downey Avenue and Florence Avenue at Brookshire Avenue	Const.	22,000	448,000	470,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	470,000	0	0	470,000		
CIP 20-12	53	16790	PW	Traffic Improvements	Firestone Boulevard Traffic Signal Upgrades	Firestone Boulevard at Rives Avenue and Firestone Boulevard at Downey Avenue	Design	40,000	0	40,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40,000	0	0	40,000		
CIP 20-13	54	16791	PW	Traffic Improvements	Lakewood Boulevard Traffic Signal Upgrades	Lakewood Boulevard at 5th Street-Cecilia Street and Lakewood Boulevard at Alameda Street	Design	40,000	0	40,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40,000	0	0	0	40,000		
CIP 20-32	55	16772	PW	Traffic Improvements	Paramount Boulevard Traffic Signal Upgrades	Paramount Boulevard at DePalma Street and Paramount Boulevard at Fire Station No. 1	Const.	485,000	0	485,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	485,000	0	0	485,000		
CIP 21-07	56	16831	PW	Traffic Improvements	Intersection Roundabouts	Citywide	PS&E + Const.	0	450,000	450,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	450,000	0	0	450,000		
CIP 21-08	57	16832	PW	Traffic Improvements	FY 20/21 Annual Citywide Traffic Striping of Major Roadways	Citywide	PS&E + Const.	0	50,000	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	50,000		
CIP 21-09	58	16833	PW	Traffic Improvements	Gallatin Road Street Lighting Upgrades	South Side of Gallatin Road (400 feet west and east of Lakewood Boulevard)	PS&E + Const.	0	100,000	100,000	0	0	0	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100,000	Transfer from 26-17802	
CIP 15-26	59	17665	PW	Public Facilities Improvements	Citywide Playground Structure Safety Repairs and Replacement	Citywide	Const.	0	50,000	50,000	0	0	0	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	LA County Maintenance & Servicing Excess Funds Program	
CIP 15-21	60	17706	CM	Public Facilities Improvements	Wilderness Park Lake Improvement Project	Wilderness Park Lakes	Const.	960,785	0	960,785	0	0	0	773,272	0	0	0	0	0	187,513	0	0	0	0	0	0	0	0	960,785	Prop 84 Habitat Conservation Grant/RMC Grant	
CIP 19-37-4	61	13312	CM	Public Facilities Improvements	Fire Station No. 2 Modernization and Expansion Project	Fire Station No. 2	Const.	3,533,036	0	3,533,036	0	0	0	0	0	0	3,533,036	0	0	0	0	0	0	0	0	0	0	0	3,533,036		
CIP 19-37-4	62	13314	CM	Public Facilities Improvements	Fire Station No. 4 Modernization and Expansion Project	Fire Station No. 4	Const.	3,834,734	0	3,834,734	0	0	0	0	0	0	3,834,734	0	0	0	0	0	0	0	0	0	0	0	3,834,734		
CIP 19-38	63	13302	CM	Public Facilities Improvements	Police Station Modernization Project	Police Station	Const.	296,077	0	296,077	0	0	0	0	0	0	296,077	0	0	0	0	0	0	0	0	0	0	0	296,077		
CIP 19-20	64	13303	CM	Public Facilities Improvements	Library Modernization Project	Downey Library	Const.	3,317,494	0	3,317,494	0	0	0	0	0	0	3,317,494	0	0	0	0	0	0	0	0	0	0	0	3,317,494		
CIP 19-21	65	13304	CM	Public Facilities Improvements	City Hall Improvement Project	City Hall	PS&E + Const.	599,813	0	599,813	0	0	0	0	0	0	599,813	0	0	0	0	0	0	0	0	0	0	0	599,813		

CIP Number	Number	Account	Requesting Department	Type	Project Title	Project Location	Activity	C.O.	New	Total	22 AQMD Fund	23 L&L District Fund	25 TDA III Fund	26 Grant Fund	30 Gast Tax Fund	32 SB1 Local Return Fund	33 Measure S Bond Fund	35 Measure S Sales Tax Fund	38 Vehicle Impact Fee Fund	40 Capital Project Fund	40 Art in Public Places Fund	40 Other Fund	50 Storm Water Fund	51 Water Fund	54 Prop "C" Local Return Fund	56 Measure R Local Return Fund	57 Measure M Local Return Fund	72 Sewer Fund	Total	Notes	
CIP 19-22	66	13306	CM	Public Facilities Improvements	Civic Theatre Improvement Project	Downey Civic Theatre	Const.	745,967	0	745,967	0	0	0	0	0	0	745,967	0	0	0	0	0	0	0	0	0	0	0	0	745,967	
CIP 19-23	67	13307	CM	Public Facilities Improvements	Rio Hondo Event Center Improvements	Rio Hondo Event Center	Const.	120,327	0	120,327	0	0	0	0	0	0	120,327	0	0	0	0	0	0	0	0	0	0	0	0	120,327	
CIP 19-24	68	13308	CM	Public Facilities Improvements	Public Works & Utilities Yard Improvements	Public Works & Utilities Yard	PS&E + Const.	83,951	0	83,951	0	0	0	0	0	0	83,951	0	0	0	0	0	0	0	0	0	0	0	0	83,951	
CIP 19-25	69	13309	CM	Public Facilities Improvements	Downtown Parking Structure Improvements	Downtown Parking Structure	PS&E + Const.	85,008	0	85,008	0	0	0	0	0	0	85,008	0	0	0	0	0	0	0	0	0	0	0	0	85,008	
CIP 19-28	70	13320	CM	Public Facilities Improvements	Apollo Park Improvement Project	Apollo Park	Const.	51,449	0	51,449	0	0	0	0	0	0	51,449	0	0	0	0	0	0	0	0	0	0	0	0	51,449	
CIP 19-29	71	13330	CM	Public Facilities Improvements	Dennis the Menace Park Improvement Project	Dennis the Menace Park	Const.	20,348	0	20,348	0	0	0	0	0	0	20,348	0	0	0	0	0	0	0	0	0	0	0	0	20,348	
CIP 19-30	72	13340	CM	Public Facilities Improvements	Discovery Sports Complex Improvement Project	Discovery Sports Complex	Const.	101,582	0	101,582	0	0	0	0	0	0	101,582	0	0	0	0	0	0	0	0	0	0	0	0	101,582	
CIP 19-31	73	13350	CM	Public Facilities Improvements	Furman Park Improvement Project	Furman Park	Const.	2,411,143	0	2,411,143	0	0	0	0	0	0	2,411,143	0	0	0	0	0	0	0	0	0	0	0	0	2,411,143	
CIP 19-32	74	13360	CM	Public Facilities Improvements	Golden Park Improvement Project	Golden Park	Const.	112,555	0	112,555	0	0	0	0	0	0	112,555	0	0	0	0	0	0	0	0	0	0	0	0	112,555	
CIP 19-33	75	13370	CM	Public Facilities Improvements	Independence Park Improvement Project	Independence Park	Const.	131,707	0	131,707	0	0	0	0	0	0	131,707	0	0	0	0	0	0	0	0	0	0	0	0	131,707	
CIP 19-34	76	13380	CM	Public Facilities Improvements	Rio San Gabriel Park Improvement Project	Rio San Gabriel Park	PS&E + Const.	90,946	0	90,946	0	0	0	0	0	0	90,946	0	0	0	0	0	0	0	0	0	0	0	0	90,946	
CIP 19-35	77	13390	CM	Public Facilities Improvements	Wilderness Park Improvement Project	Wilderness Park	Const.	5,564,091	0	5,564,091	0	0	0	0	0	0	5,564,091	0	0	0	0	0	0	0	0	0	0	0	0	5,564,091	
CIP 19-36	78	13395	CM	Public Facilities Improvements	Treasure Island Park Improvement Project	Treasure Island Park	PS&E + Const.	89,633	0	89,633	0	0	0	0	0	0	89,633	0	0	0	0	0	0	0	0	0	0	0	0	89,633	
CIP 20-14	79	16792	CD	Public Facilities Improvements	Downey Avenue Art	Intersections of Downey Avenue and 2nd Street, 3rd Street and 4th Street	PS&E + Const.	0	104,444	104,444	0	0	0	0	0	0	0	0	0	0	104,444	0	0	0	0	0	0	0	0	104,444	
CIP 20-15	80	16793	CD	Public Facilities Improvements	Downey Civic Theatre Outdoor Plaza Art Sculpture	Downey Civic Theatre	PS&E + Const.	0	100,000	100,000	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0	0	0	0	0	100,000	
CIP 20-17	81	16795	CD	Public Facilities Improvements	Downey Angels Walk	Downtown Downey	PS&E + Const.	17,600	0	17,600	0	0	0	0	0	0	0	0	0	0	17,600	0	0	0	0	0	0	0	0	17,600	
CIP 20-20	82	16798	PW	Public Facilities Improvements	Energy Efficiency Improvements at City Facilities	Various City Facilities Citywide	PS&E + Const.	0	1,000,000	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000,000	
CIP 20-21	83	16739	PW	Public Facilities Improvements	Dais Upgrades in City Hall Council Chambers	City Hall Council Chambers	PS&E + Const.	0	150,000	150,000	0	0	0	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	150,000	
CIP 20-25	84	17885	CD	Public Facilities Improvements	Rancho South Campus Specific Plan	Rancho Los Amigos South Campus	Study	113,810	0	113,810	0	0	0	113,810	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	113,810	
CIP 20-26	85	17886	CD	Public Facilities Improvements	Rancho Sports Complex	Rancho Los Amigos South Campus	PS&E + Const.	3,000,000	0	3,000,000	0	0	0	3,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000,000	
CIP 20-27	86	16770	CD	Public Facilities Improvements	Furman Park Rocket	Furman Park	Const.	0	29,700	29,700	0	0	0	0	0	0	0	0	0	0	29,700	0	0	0	0	0	0	0	0	29,700	
CIP 20-28	87	16771	FD	Public Facilities Improvements	Firefighter's Memorial	Civic Center	Const.	0	45,000	45,000	0	0	0	0	0	0	0	0	0	0	45,000	0	0	0	0	0	0	0	0	45,000	
CIP 21-10	88	16837	CD	Public Facilities Improvements	SW Corner Downey Avenue and 2nd Street Art Plaza	Downey Avenue and 2nd Street	PS&E + Const.	0	242,160	242,160	0	0	0	0	0	0	0	0	0	0	242,160	0	0	0	0	0	0	0	0	242,160	
CIP 21-11	89	16838	CD	Public Facilities Improvements	J. Del Toro Art Piece	Downey Avenue and 2nd Street	PS&E + Const.	0	100,000	100,000	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0	0	0	0	0	100,000	
n/a	90	17887	CD	Public Facilities Improvements	SB-2 Planning Grant		Study	310,000	0	310,000	0	0	0	310,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	310,000	
CIP 21-17	91	16731	PW	Public Facilities Improvements	Paramount Boulevard at Firestone Boulevard Improvements	Southwest Corner of Paramount Boulevard at Firestone Boulevard	Const.	9,575	0	9,575	0	0	0	3,500	0	0	0	0	0	0	0	6,075	0	0	0	0	0	0	0	9,575	
n/a	92	18642	PW	Water Improvements	Water Well Refurbishment Program	Well Sites (Citywide)	Const.	65,095	434,905	500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0	0	0	0	500,000		
n/a	93	18647	PW	Water Improvements	Telemetry System Modifications	Well Sites (Citywide) and Utilities Yard (9252 Stewart & Gray Rd)	Const.	500,000	0	500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0	0	0	0	500,000		
n/a	94	18654	PW	Water Improvements	Water Distribution Main Replacement Program	Citywide	PS&E + Const.	75,000	0	75,000	0	0	0	0	0	0	0	0	0	0	0	0	0	75,000	0	0	0	0	0	75,000	
CC 686B	95	18665	PW	Water Improvements	New Water Wells No. 27 and No. 28	Well No. 27 - 7926 Springer Street; Well No. 28 - Utilities Yard 9252 Stewart & Gray Road	Const.	3,750,000	250,000	4,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000,000	0	0	0	0	4,000,000	WRD Settlement	
n/a	96	18666	PW	Water Improvements	Well/Yard Site Security	Well Sites (Citywide) and Utilities Yard (9252 Stewart & Gray Road)	Const.	45,291	4,709	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	0	0	50,000		
n/a	97	18674	PW	Water Improvements	Water System Improvement Program	Citywide	Const.	133,774	366,226	500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0	0	0	0	500,000		
CIP 17-01	98	16583	PW	Water Improvements	Site Environmental Remediation/Groundwater Protection at 9255 Imperial Highway	9255 Imperial Highway	Const.	46,511	253,489	300,000	0	0	0	0	0	0	0	0	0	0	0	0	0	300,000	0	0	0	0	300,000		
CIP 18-10	99	18680	PW	Water Improvements	Bellflower Boulevard Water System Improvements	Bellflower Boulevard (Foster Road to Hall Road)	Const.	50,000	0	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	0	0	50,000		

CIP Number	Number	Account	Requesting Department	Type	Project Title	Project Location	Activity	C.O.	New	Total	22 AQMD Fund	23 L&L District Fund	25 TDA III Fund	26 Grant Fund	30 Gast Tax Fund	32 SB1 Local Return Fund	33 Measure S Bond Fund	35 Measure S Sales Tax Fund	38 Vehicle Impact Fee Fund	40 Capital Project Fund	40 Art in Public Places Fund	40 Other Fund	50 Storm Water Fund	51 Water Fund	54 Prop "C" Local Return Fund	56 Measure R Local Return Fund	57 Measure M Local Return Fund	72 Sewer Fund	Total	Notes	
CIP 19-03	100	18684	PW	Water Improvements	Pellet Street and Ryerson Avenue Water System Improvements	Pellet Street (Ryerson Avenue to Old River School Road) and Ryerson Avenue (Dinwiddie Street to Rio Flora)	Const.		25,000	900,000	925,000	0	0	0	0	0	0	0	0	0	0	0	0	925,000	0	0	0	0	925,000		
CIP 20-23	101	18686	PW	Water Improvements	3rd Street Water System Improvements	3rd Street (Old River School Road to Rives Avenue)	PS&E + Const.		50,000	1,350,000	1,400,000	0	0	0	0	0	0	0	0	0	0	0	0	1,400,000	0	0	0	0	1,400,000		
CIP 20-31	102	18689	PW	Water Improvements	Destruction of Water Wells 1,3,20 and 27	Water Wells 1,3,20 and 27	PS&E + Const.		0	50,000	50,000	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	0	0	50,000		
CIP 21-12	103	18630	PW	Water Improvements	3rd Street Water System Improvements	3rd Street (Rives Avenue to Paramount Boulevard)	PS&E + Const.		0	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	1,000,000	0	0	0	0	1,000,000		
CIP 20-34	104	18631	PW	Water Improvements	Florence Avenue Water System Improvements	Florence Avenue (Tweedy Lane to Brookshire Avenue)	PS&E + Const.		0	2,100,000	2,100,000	0	0	0	0	0	0	0	0	0	0	0	0	2,100,000	0	0	0	0	2,100,000		
CIP 21-13	105	18632	PW	Water Improvements	Firestone Boulevard Pressure Valve Improvements	Firestone Boulevard (West City Limits to East City Limits)	PS&E + Const.		0	500,000	500,000	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0	0	0	0	500,000		
CIP 21-14	106	18633	PW	Water Improvements	Cole Street Water System Improvements	Cole Street (Brookshire Avenue to Patton Road)	Design		0	75,000	75,000	0	0	0	0	0	0	0	0	0	0	0	0	75,000	0	0	0	0	75,000		
CIP 21-15	107	18634	PW	Water Improvements	5th Street Water System Improvements	5th Street (Downey Avenue to Lakewood Boulevard)	Design		0	75,000	75,000	0	0	0	0	0	0	0	0	0	0	0	0	75,000	0	0	0	0	75,000		
n/a	108	13999	PW	Sewer Improvements	Sewer Main Rehabilitation & Repair Program	Citywide	Const.		550,000	200,000	750,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	750,000	750,000		
n/a	109	14010	PW	Sewer Improvements	Sewer CCTV Inspection Program	Citywide	Const.		127,046	147,954	275,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	275,000	275,000		
CIP 21-16	110	14020	PW	Sewer Improvements	Wilderness Park Sewer Lift Station	Citywide	PS&E + Const.		0	700,000	700,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	700,000	700,000		
n/a	111	13944	PW	Storm Water Improvements	Storm Drain Repair Program	Citywide	Const.		100,000	0	100,000	0	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0	0	100,000		
n/a	112	13983	PW	Storm Water Improvements	National Pollution Discharge Elimination System (NPDES) Permit Compliance	Los Angeles River/Rio Hondo, San Gabriel River, Los Cerritos Channel Watersheds	Const.		100,000	0	100,000	0	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0	0	100,000		
n/a	113	14011	PW	Storm Water Improvements	Storm Drain Lift Station Refurbishment Program	Imperial Highway (Old River School Road to Rives Avenue) and Paramount Boulevard at I-5 Freeway	Const.		25,000	0	25,000	0	0	0	0	0	0	0	0	0	0	0	25,000	0	0	0	0	0	25,000		
CIP 20-33	114	14012	PW	Storm Water Improvements	Catch Basin Inserts	Los Angeles River/Rio Hondo, San Gabriel River, Los Cerritos Channel Watersheds	Const.		21,000	129,000	150,000	0	0	0	0	0	0	0	0	0	0	0	150,000	0	0	0	0	0	150,000		
CIP 20-35	115	14015	PW	Storm Water Improvements	Firestone Boulevard Dry Well Improvements	Firestone Boulevard at West City Limits	Const.		0	300,000	300,000	0	0	0	0	0	0	0	0	0	0	0	300,000	0	0	0	0	0	300,000		
Total									65,286,860	27,436,829	92,723,689	0	60,000	264,500	38,316,758	385,382	3,680,000	21,189,861	0	3,680,000	187,513	644,979	737,500	675,000	12,100,000	2,335,801	3,131,928	3,609,467	1,725,000	92,723,689	

**DRAFT MINUTES
DOWNEY CITY PLANNING COMMISSION
WEDNESDAY, MARCH 4, 2020
CITY COUNCIL CHAMBERS, 11111 BROOKSHIRE AVENUE
DOWNEY, CALIFORNIA
6:30 P.M.**

Chair Duarte called the March 4, 2020, Regular Meeting of the Planning Commission to order at 6:31 p.m., at Downey City Hall, 11111 Brookshire Avenue, Downey, CA. After the flag salute, Secretary Cavanagh called roll.

COMMISSIONERS PRESENT: Miguel Duarte, District 1, Chair
Steven Dominguez, District 3
Dimitrios Spathopoulos, District 4

COMMISSIONERS ABSENT: Nolveris Frometa, District 5, Vice Chair
Patrick Owens, District 2

OTHERS PRESENT: Aldo E. Schindler, Director of Community Development
Yvette Abich Garcia, City Attorney
Crystal Landavazo, City Planner
Irving Anaya, Associate Planner
Madalyn Welch, Assistant Planner
Mary Cavanagh, Secretary
Scott Loughner, Downey Police Department Lieutenant

PLANNING COMMISSIONER ANNOUNCEMENTS; REQUEST FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS: None.

PRESENTATIONS: None.

PUBLIC HEARINGS: None.

1. **PLN-20-00028 (Special Event Permit)**: Chair Duarte opened the public hearing for PLN-20-00028 and Ms. Cavanagh affirmed proof of publication.

Principal Planner Guillermo Arreola presented the request by Bastard's American Canteen, located at 11045 Downey Avenue and zoned DDSP (Downtown Downey Specific Plan), to conduct their first Saint Patrick's Day Event on Wednesday, March 17, 2020, from 3:00 p.m. to 10:00 p.m. As in previous years, the event includes live entertainment from 3:00 p.m. to 10:00 p.m.; a beer garden and trailer selling food and drinks, with Alcohol consumption restricted to the beer garden only. There will be no street closure or vendors for this event, and crowd control barriers will be installed around the perimeter, with six (6) licensed and bonded security guards throughout the event, and two (2) Downey Police Officers from 5:00 p.m. to 10:00 p.m. This application was presented to the Development Review Committee Meeting, who provided the same standard conditions of approval as in previous events.

Disclosures: None.

Applicant: Larry Lopez stated this is the first Saint Patrick's Day event and it will be a smaller scale version of previous events; there will be no vendors and shorter hours due to it falling on a weekday.

Correspondence: None.

Public Comments: None.

Staff recommended approval of the request for a Special Event Permit (PLN-20-00028).

Chair Duarte closed the public hearing.

The Commissioners spoke in favor of the event.

It was moved by Commissioner Dominguez, seconded by Commissioner Spathopoulos, and passed by a 3-0-2 vote, with Vice Chair Frometa and Commissioner Owens absent, to adopt Resolution No. 20-3115, thereby approving the request for Special Event Permit (PLN-20-00028).

2. PLN-19-00189 (Conditional Use Permit): Chair Duarte opened the public hearing for PLN-19-00189 and Ms. Cavanagh affirmed proof of publication.

Assistant Planner Madalyn Welch presented the request for a Conditional Use Permit, to allow the operation of a new full-body massage establishment (Relax Spa), on property located at 9422 Firestone Boulevard and zoned C-2 (General Commercial). The massage establishment will offer full-body massages consisting of combination of hot oil, Swedish, and deep tissue massages; foot massages will be focused on foot reflexology. The requested hours of operation are daily from 10:00 a.m. to 10:00 p.m. Ms. Welch reviewed the City and State regulations pertaining to Massage Therapy establishments and their staff. Along with the certification requirements for all massage practitioners, massage establishments are required to abide by new operational regulations. These requirements relate to lighting, visibility, maintenance of records, as well as sanitary standards. Such standards have been added as conditions of approval as well as integrated in the plans for the tenant improvement to make certain that the establishment is in compliance with all current massage establishment operating requirements. Staff has included Conditions of Approval to reiterate and emphasize the CAMTC (California Massage Therapy Council) and operational requirements for owners and employees of massage establishments. The Conditions require owners to maintain a current roster of massage practitioners and their valid CAMTC certification on file with the Planning Division at all times.

Disclosures: Commissioner Spathopoulos disclosed he had driven by the site the prior evening.

Applicant/Owner Ning Li, together with her Translator Roger Chan, were present to address questions or concerns of the Planning Commission.

Mr. Chan said they have curtains, not doors, to separate the massage rooms, and all therapists are required to display their licenses.

The Planning Commission discussed the details of the CAMTC certification process; the owners' work experience as a Massage Therapist; the conditions applied to previously approved massage establishments; and the use of curtains vs doors.

Correspondence: None.

Public Comments: None.

Staff recommended approval of the request for a Conditional Use Permit (PLN-19-00189).

Chair Duarte closed the public hearing.

The Commissioners discussed requiring the applicant to use curtains only, no doors, and options to require that all massage establishments follow suit.

City Planner Landavazo suggested modifying the Planning conditions of approval to include Condition No(s) 30 and 31 as follows:

- 30) All massage areas shall be separated from common areas by a curtain only. Doors shall not be permitted for massage areas.
- 31) Any City Official authorized to enforce and uphold the Downey Municipal Code shall have the right to periodically enter and inspect any establishment for the purpose of ensuring compliance with all applicable laws and regulations.

It was moved by Commissioner Spathopoulos, seconded by Commissioner, and passed by a 3-0-2 vote, with Vice Chair Frometa and Commissioner Owens absent, to adopt Resolution No. 20-3116, thereby approving the request for Conditional Use Permit (PLN-19-00189) with added conditions as stated.

NON-AGENDA PUBLIC COMMENTS: None.

CONSENT CALENDAR ITEMS:

3. Approval of the Minutes from January 15, 2020:

Due to a lack of quorum, the Consent Calendar was continued to the next Regular Meeting of the Planning Commission.

OTHER BUSINESS: Commissioner Dominguez commented on being struck by some of the language in the Pledge of Allegiance.

STAFF MEMBER COMMENTS: Director of Community Development Aldo Schindler informed the Commission of a few updates. The City Council approved a 90 day pilot program with Sun Scooters to allow electric scooters on some streets within the city. Additionally, new art was installed at the northeast corner of Downey Avenue and 2nd Street, and at the southwest corner of Downey and 3rd Street near the Mason Building, with more to come in the theater plaza once construction is complete.

ADJOURNMENT: Chair Duarte adjourned the meeting at 7:10 p.m., to Wednesday, March 18, 2020, at 6:30p.m., at Downey City Hall, 11111 Brookshire Ave.

APPROVED AND ADOPTED this 17th day of June, 2020.

Miguel Duarte, Chair
City Planning Commission

I HEREBY CERTIFY that the foregoing Minutes were duly approved at a Regular meeting of the Planning Commission held on this 17th day of June, 2020, by the following vote:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:
ABSTAIN: COMMISSIONERS:

Mary Cavanagh, Secretary
City Planning Commission