



- I. **CALL TO ORDER: A REGULAR PLANNING COMMISSION MEETING - 6:30 P.M.**
- II. **ROLL CALL:** Commissioners Uva, Ortiz, Montoya, Vice Chair Owens and Chair Duarte
- III. **PLANNING COMMISSIONER ANNOUNCEMENTS; REQUEST FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS:**
- IV. **PRESENTATIONS:**
  - 1. Certificate of Appreciation for Steven Dominguez
- V. **REPORT ON CITY COUNCIL ACTION:**
- VI. **PUBLIC HEARINGS:**

**RECOMMENDED ACTION**

2. **PLN-21-00121 (Special Event Permit)** **Approval**

Location: 11610 Lakewood Boulevard

Request: A request to hold a one-day “Harvest Festival” within the parking lot of Desert Reign Church on Sunday, October 31, 2021, from 5:30 p.m. to 8:30 p.m. Festivities include carnival games, jumpers, live entertainment, and activity booths, on property zoned C-P (Professional Office).

CEQA: Categorical Exemption – Section 15304 (Class 4, Minor Alterations to Land)

Staff: Assistant Planner Gissel Enriquez

Contact: [genriquez@downeyca.org](mailto:genriquez@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 three (3) 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 Commissioner requests separate actions. Anyone wishing to comment on 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. **Minutes from September 15, 2021**



IX. OTHER BUSINESS:

X. STAFF MEMBER COMMENTS:

XI. ADJOURNMENT: To Wednesday, October 20, 2021 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 there from 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](http://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](mailto: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 reunion 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 30<sup>th</sup> day of September, 2021

Mary Cavanagh  
Mary Cavanagh  
Secretary, Planning Commission

# Certificate of Recognition

IS HEREBY PRESENTED TO

**Steven Dominguez**

**FOR HIS SERVICES AS A MEMBER OF THE DOWNEY PLANNING COMMISSION**

**WHEREAS**, Steven Dominguez was appointed to the Planning Commission from District No. 4 on January 10, 2017 and served until January 6, 2021; and

**WHEREAS**, Steven Dominguez served in this capacity with dedication, giving freely of his time to continue to promote and assist in the orderly development of his community; and

**WHEREAS**, Steven Dominguez has continued to support and encourage modern City Planning concepts for the betterment and welfare of our community.

**NOW THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF DOWNEY:**

The Planning Commission of the City of Downey extends its sincere gratitude to Steven Dominguez for the service he performed as Planning Commissioner and the contribution of his experience during his 4 years of service to the community.

**INTRODUCED, READ, AND PRESENTED** by the Planning Commission of the City of Downey on the 6<sup>th</sup> day of October, 2021 by a unanimous vote in favor of this Resolution.

\_\_\_\_\_  
Miguel Duarte, Chairman, District 1

\_\_\_\_\_  
Patrick Owens, District 2

\_\_\_\_\_  
Carmela Uva, District 4

\_\_\_\_\_  
Arturo Montoya, District 3

\_\_\_\_\_  
Horatio Ortiz Jr., District 5

**ATTEST:**

\_\_\_\_\_  
Mary Cavanagh, Secretary



**DATE:** OCTOBER 06, 2021

**TO:** PLANNING COMMISSION

**SUBMITTED BY:** ALDO E. SCHINDLER, DEPUTY CITY MANAGER /  
COMMUNITY DEVELOPMENT

**REVIEWED BY:** CRYSTAL LANDAVAZO, CITY PLANNER

**PREPARED BY:** GISSEL ENRIQUEZ, ASSISTANT PLANNER

**SUBJECT:** **SPECIAL EVENT PERMIT (PLN-21-00121) - A REQUEST BY DESERT REIGN ASSEMBLY OF GOD CHURCH TO CONDUCT AN ANNUAL ONE-DAY "HARVEST FESTIVAL"**

**LOCATION:** 11610 LAKEWOOD BLVD

**ZONING:** C-P (PROFESSIONAL OFFICE)

**REPORT SUMMARY**

The Applicant, Desert Reign Assembly of God Church, has requested approval for a Special Event Permit (PLN-21-00121) to operate their annual Harvest Festival in the church's parking lot on Thursday, October 31, 2021. The proposal marks the eleventh year for the event with no complaints received by staff for any prior event.

Based on the findings contained in this report, staff recommends that the Planning Commission adopt the following resolution:

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY APPROVING A SPECIAL EVENT PERMIT (PLN-21-00121) TO CONDUCT A ONE-DAY "HARVEST FESTIVAL" ON THE PARKING LOT OF DESERT REIGN ASSEMBLY OF GOD CHURCH, LOCATED AT 11610 LAKEWOOD BOULEVARD, ZONED C-P (PROFESSIONAL OFFICE)**

**BACKGROUND**

Desert Reign Assembly of God Church has held its annual "Harvest Festival" on the subject site since 2009. The subject property is a 2.60 acre, irregular-shaped lot, located on the southeast corner of Hall Road and Lakewood Boulevard. The site is zoned C-P (Professional Office) and is currently improved with a two-story 27,500 square foot church and a single story 9,000 square foot medical clinic served by 134 parking spaces located throughout the site.

The subject site is surrounded by apartment buildings bordering the south side of the lot zoned R-3, the Coca-Cola bottling plant to the west zoned M-2, retail and restaurant uses are to the north zoned C-2, along with apartment buildings to the east zoned R-3.



Site Photograph (from Lakewood Boulevard)

On August 26, 2021, Joyce Yasumura submitted a Special Event Permit application on behalf of Desert Reign Assembly of God Church, to obtain the Planning Commission's approval to conduct the annual one-day festival on the church's parking lot. On September 20, 2021, staff completed the review of the application and deemed it complete. On September 22, 2021, staff mailed notice of the pending public hearing to all property owners within 500 feet of the subject site and the notice was also published in the *Downey Patriot*.

## **DISCUSSION**

The applicant is proposing to host a one-day festival on Sunday, October 31, 2021 from 5:30 p.m. to 8:30 p.m. The festival will take place in the northwest corner of the church parking lot. Similar to previous years, festival activities will consist of game booths, jumpers, and live entertainment. Set-up will begin no earlier than 8:00 a.m. the day of the event, and all activities, including clean-up, will conclude by 11:00 p.m. According to the applicant, approximately 500 attendees are anticipated throughout the length of the event.

The site is accessed by pedestrians at Hall Road along the north property line, and also from the parking area at the south west corner of the church building. Vehicle access is available at Bellflower Boulevard along the east property line. The event activity will occupy the church's north parking lot area, but 41 parking spaces will remain available at the southern portion of the lot. An additional 134 off-site parking spaces will be available throughout the event at nearby businesses. The applicant has obtained permission for use of parking spaces from the owners of the following addresses: 9300 Hall Road, 11611, 11519, 11523 & 11531 Bellflower Boulevard, and 11500 & 11534 Lakewood Boulevard.

To further assist with traffic, event staff and volunteers will help pedestrians cross nearby intersections and streets and direct vehicles to appropriate parking areas. In a review of last year's festival, staff did not receive any complaints or issues of concern.

As part of the conditions of approval, the event is required to direct all amplified speakers and lighting equipment away from nearby residential properties, place all generators as far away from property lines as possible, provide three (3) security guards throughout the three-hour festival, and require litter/debris be picked up continuously throughout the event.

## **DEVELOPMENT REVIEW COMMITTEE**

The request was reviewed by the Development Review Committee on September 16, 2021. Being that the event operations were consistent with previous years, no departments had any concerns, and stated standard conditions of approval were appropriate; these conditions have been incorporated into the proposed resolution.

## **ENVIRONMENTAL ANALYSIS**

The proposed use was determined to be categorically exempt from CEQA, pursuant to Guideline Section No. 15304 (Class 4, Minor Alterations to Land). Categorical Exemptions are projects, which have been determined not to have a significant effect on the environment and have been exempted from the requirements of CEQA. Class 4 exemptions include temporary uses, such as a carnival, that will have no permanent effect on the environment.

## **FINDINGS**

Pursuant to the requirements of the Municipal Code, staff recommends that the Planning Commission make the following findings to approve the request:

**1. The proposed activity or use will be consistent with the objectives, policies, and general land uses and programs specified in the City's General Plan.**

The project is consistent with all applicable goals and policies specified in the City's General Plan. The project aims to provide a temporary recreational use for the church's patrons and the larger community. The following policy is promoted by the proposed Special Event Permit:

*Policy 1.1.5.3 – Promote recreation and entertainment uses that serve needs of the public.*

The event is open to the public and provides activities for enjoyment. These recreational activities include game booths, live entertainment, and bounce houses. Therefore, allowing the proposed activity will be consistent with the aforementioned General Plan policy.

**2. The proposed activity or use is consistent with other provisions of Article IX of the Downey Municipal Code.**

The temporary operation of a festival is a permitted use upon the granting of a Special Event Permit in accordance with Downey Municipal Code Section 9420. Furthermore, the project directly complies, or has been conditioned to comply, with all relevant provisions within Article XI of the Downey Municipal Code. These provisions include, but are not limited to, review process, site restoration, parking, circulation, and maximum length of event.

**3. The proposed activity or use will not result in conditions or circumstances contrary to the public health, safety, and general welfare.**

The temporary nature of the event, and experience from previous events, indicates that no lasting effects will occur to the public health, safety, and general welfare of the

community. In addition, all conditions of approval have been incorporated in an effort to mitigate potential nuisances. The length of the event, hours of operation, clean up and restoration, layout, and location of mechanical equipment have been selectively chosen to reduce potential burdens placed upon neighboring properties. Lastly, security personnel will be on site at all times.

### **CORRESPONDENCE**

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

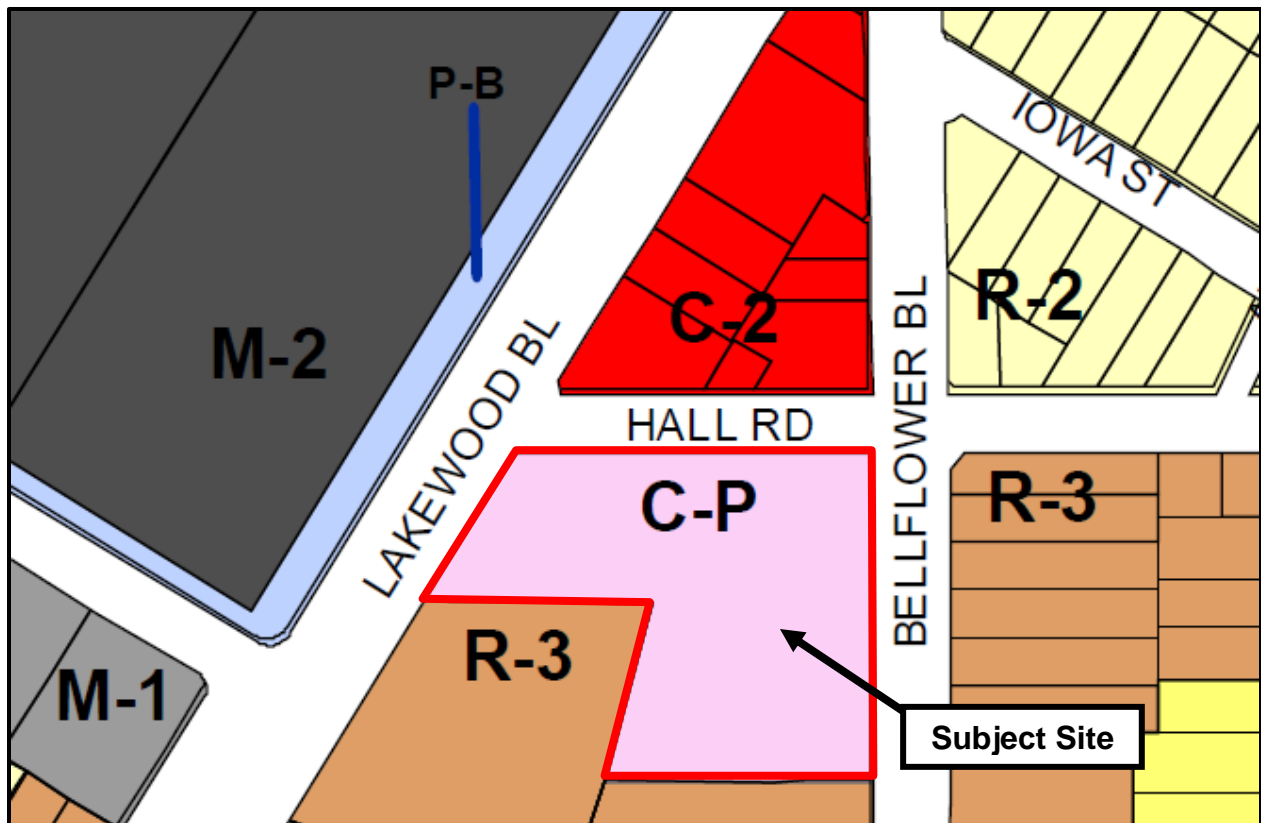
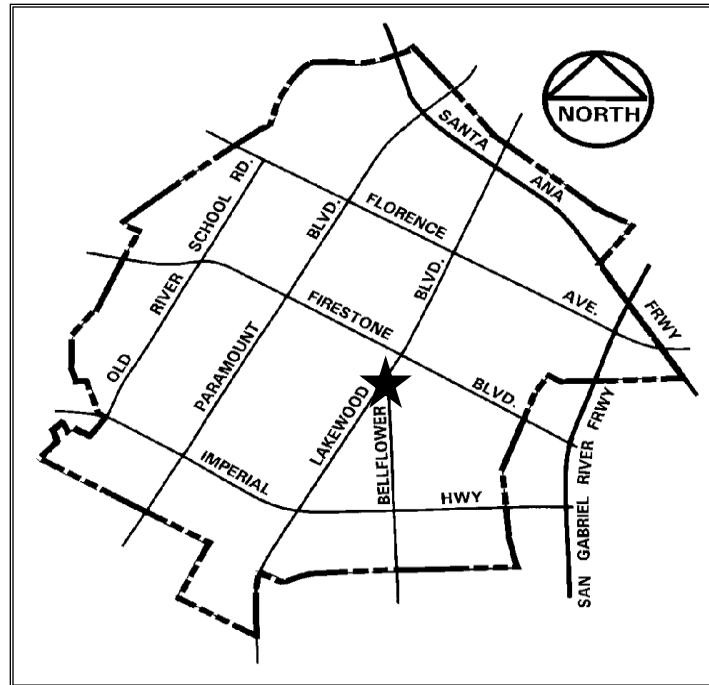
### **CONCLUSION**

Based on the analysis contained within this report, all of the required findings can be made in a positive manner and staff recommends that the Planning Commission adopt a resolution approving Special Event Permit PLN-21-00121, thereby allowing a one-day festival at Desert Reign Assembly of God Church.

### **EXHIBITS**

- A. Maps
- B. Draft Resolution
- C. Project Site Plan

**Exhibit 'A'**







**RESOLUTION NO. 21-**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DOWNEY APPROVING A SPECIAL EVENT PERMIT (PLN-21-00121) TO CONDUCT A ONE-DAY "HARVEST FESTIVAL" ON THE PARKING LOT OF DESERT REIGN ASSEMBLY OF GOD CHURCH, LOCATED AT 11610 LAKEWOOD BOULEVARD, ZONED C-P (PROFESSIONAL OFFICE)**

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 Joyce Yasumura (hereinafter "Applicant"), on behalf of Desert Reign Assembly of God Church, requesting approval of a Special Event Permit to allow the operation of a one-day "Harvest Festival" on the church parking lot, located at 11610 Lakewood Boulevard (hereinafter "Subject Property"), zoned C-P (Professional Office); and,
- B. On September 20, 2021, the project was deemed complete; and,
- C. On September 22, 2021, notice of the pending public hearing was sent to all Downey property owners within 500' of the subject site and a notice was published in the *Downey Patriot*; and,
- D. The Planning Commission held duly noticed public hearings on October 06, 2021, 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. 15304 (Class 4), Minor Alterations to Land. Class 4 exemptions include temporary uses, such as a carnival, that will have no permanent effect on the environment.

**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 proposed activity or use will be consistent with the objectives, policies, and general land uses and programs specified in the City's General Plan. The project aims to provide a temporary recreational use for the church's patrons and the larger community. The following policy is promoted by the proposed Special Event Permit:

*Policy 1.1.5.3 – Promote recreation and entertainment uses that serve needs of the public.*

The event is open to the public and provides activities for enjoyment. These recreational activities include game booths, live entertainment, and bounce houses. Therefore, allowing the proposed activity will be consistent with the aforementioned General Plan policy.

- B. The proposed activity or use is consistent with other provisions of Article IX of the Downey Municipal Code. The temporary operation of a festival is a permitted use upon the granting of a Special Event Permit in accordance with Downey

Municipal Code Section 9420. Furthermore, the project directly complies, or has been conditioned to comply, with all relevant provisions within Article XI of the Downey Municipal Code. These provisions include, but are not limited to, review process, site restoration, parking, circulation, and maximum length of event.

- C. The proposed activity or use will not result in conditions or circumstances contrary to the public health, safety, and general welfare. The temporary nature of the event, and experience from previous events, indicates that no lasting effects will occur to the public health, safety, and general welfare of the community. In addition, all conditions of approval have been incorporated in an effort to mitigate potential nuisances. The length of the event, hours of operation, clean up and restoration, layout, and location of mechanical equipment have been selectively chosen to reduce potential burdens placed upon neighboring properties. Lastly, security personnel will be on site at all times.

**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 Special Event Permit (PLN-21-00121), subject to the conditions of approval attached hereto, 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 6<sup>th</sup> day of October 2021.

---

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 6<sup>th</sup> day of October 2021, by the following vote, to wit:

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

---

Mary Cavanagh, Secretary  
City Planning Commission

**CONDITIONS OF APPROVAL  
SPECIAL EVENT PERMIT (PLN-21-00121)**

**PLANNING**

1. The approval of this Special Event Permit (PLN-21-00121) allows Desert Reign Assembly of God Church to host a one-day festival on October 31, 2021, from 5:30 p.m. to 8:30 p.m. within the church parking lot, on property located at 11610 Lakewood Blvd. Approved activities include: various carnival game booths, inflatable rides, and live entertainment, all taking place within the north parking lot of the church's property.
2. Approval of this Special Event 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. Prior to October 21, 2021 the applicant and the property owner shall sign an affidavit of Acceptance of Conditions, as provided by the City of Downey.
5. 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.
6. All rules and regulations set forth by the California Department of Public Health and the Los Angeles County Department of Public Health shall be enforced and complied with. The applicant shall be subject to any and all applicable orders issued by these agencies to protect the public health, such as orders for social distancing and operational restrictions related to the COVID-19 coronavirus pandemic.
7. The site must be in full conformance with the approved set of plans, including but not limited to the location of generators, inflatables, booths, and stage.
8. Setup for the event shall occur no earlier than 8:00 a.m. on Thursday, October 31, 2021. Site cleaning activities shall not take place past 11:00 p.m. on Thursday, October 31, 2021.
9. Portable light generators may be brought to the property the day before the event.
10. The Applicant shall provide sufficient trash and recycling receptacles on-site for the

disposal of food and debris.

11. The Applicant shall have volunteers patrol the parking areas and the site perimeter to pick-up trash and litter during all hours of the event. In addition, the applicant shall be responsible to clean up and remove all trash on the public streets surrounding the property, no later than 11:00 p.m. the day of the event.
12. All speakers for amplified noise shall be directed away from adjacent residential areas.
13. The festival area shall be cordoned off from vehicle traffic, including the on-site parking area.
14. The sale of alcoholic beverages on the subject property is prohibited at all times.
15. All Health Department approvals required for the sale or serving of food shall be obtained not less than two days before the start of the event.

### **BUILDING & SAFETY**

16. The applicant shall obtain all permits required by the City of Downey Building and Safety Division, Police Department and Fire Department for mechanical rides, electrical connections, or other activities associated with the event on or before Thursday, October 21<sup>st</sup>, 2021.
17. Temporary structures that cover an area greater than 120 square feet or used for the gathering of 10 or more persons require permits. The construction documents shall include a site plan indicating the location of the temporary structure and information delineating the means of egress and the occupant load. The temporary structure shall be located in accordance with the requirements of California Building Code Table 602 based on the fire-resistance rating of the exterior walls proposed type of construction (10 feet minimum from property line based on Type VB).
18. Temporary structures or facility shall meet the requirements of Chapter 11B 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 or facility. The design professional shall ensure that the site accessibility plan is compliance with the latest Federal and State regulations.

### **FIRE**

19. Obtain a special event permit from City of Downey Fire Department. Permit shall be obtained through the Fire Prevention Bureau no later than seven (7) business days prior to event – special event permit application shall be submitted no later than Thursday, October 21<sup>st</sup>, 2021.
20. Event set-up including all rides, booths, generator, tents, fire protection, electrical, etc. shall be complete, in place, and ready for inspection by 4:00pm (16:00 hours) on Oct. 31st. [Note: If inspection is conducted after hours (or on the weekend) an additional inspection fee (4 hour minimum) will be applied as per city fee schedule].

Resolution No. 21-  
Downey Planning Commission

21. Fire apparatus access (e.g. fire lane) shall be maintained accessible at all times. No event tent, canopy, rides, cooking, stage, etc. shall be placed in fire access lane on west side of church building. Fire lane entering off Hall Road entering the church property shall be kept clear and free of obstructions [CA Fire Code §503.1.1; 503.2.1; 503.4].
22. Tents, canopies, and membrane structures having an area in excess of 400 square feet; or tents open on all sides having a size of 700 square feet or more; or aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet and exceeding 700 square feet shall require a separate tent permit [CA Fire Code 3103.2].
23. Tents shall comply with CA Fire Code, CA Code of Regulations, and State Fire Marshal for flame resistance standards of fabric [CA Fire Code § 3104.3; 3104.4; CCR Title 19 Division 1, §315(d); §335(a)].
24. Tents/canopies shall not be located within 20 feet of parked vehicles, open flame or heating devices, combustion engines, and buildings [CA Fire Code § 3104.7].
25. Tents/canopies shall be adequately secured, anchored, roped, or braced to withstand the elements of weather and prevent structural collapse [CA Fire Code § 3103.9].
26. Generators, if used, shall not be located within 10 feet of lot (property line) and 20 feet of tents/membrane structures [CA Fire Code § 3104.19]. An approved barrier (e.g. fencing) shall be provided around generator.
27. SFM-tagged 4A-20BC rated extinguisher shall be provide at the generator as per NFPA 10 and CA Fire Code §906.
28. No cooking shall be conducted inside tents or canopies; cooking and heating equipment shall not be located within 10 feet of combustible materials [CA Fire Code § 3104.15.3]. If cooking is to be conducted, please show area of cooking on updated site map. Updated site map shall be submitted to Downey Fire at time of special event permit application.
29. The Applicant shall provide fire extinguishers on the subject property in accordance with California Fire Code. Areas where deep frying cooking operations are occurring shall be provided with a K-class fire extinguisher. All extinguishers shall be in good repair, serviced, and with CA SFM-tag affixed indicating required annual service complete.
30. Maintain occupant load in all structures, buildings, tents, canopies as per California Fire Code. Occupant load signs, where required, shall be conspicuously posted [CA Fire Code § 3104.14; §1004.3].
31. Egress from church building shall not be obstructed by event. Egress (exiting from church) shall be maintained accessible and unobstructed at all times [CA Fire Code § 1031.2].
32. All electrical cords shall be UL-listed and rated for heavy-duty, outdoor use and protected from physical damaged by cable bridges or other approved methods [CA Fire Code § 605.5].
33. Each mechanical amusement ride shall display the required State registration (identification & rating plate). At time of special event application, submit list of rides with their corresponding current annual permit to operate.
34. Inflatable rides shall be properly and securely anchored as to prevent tipping-over.

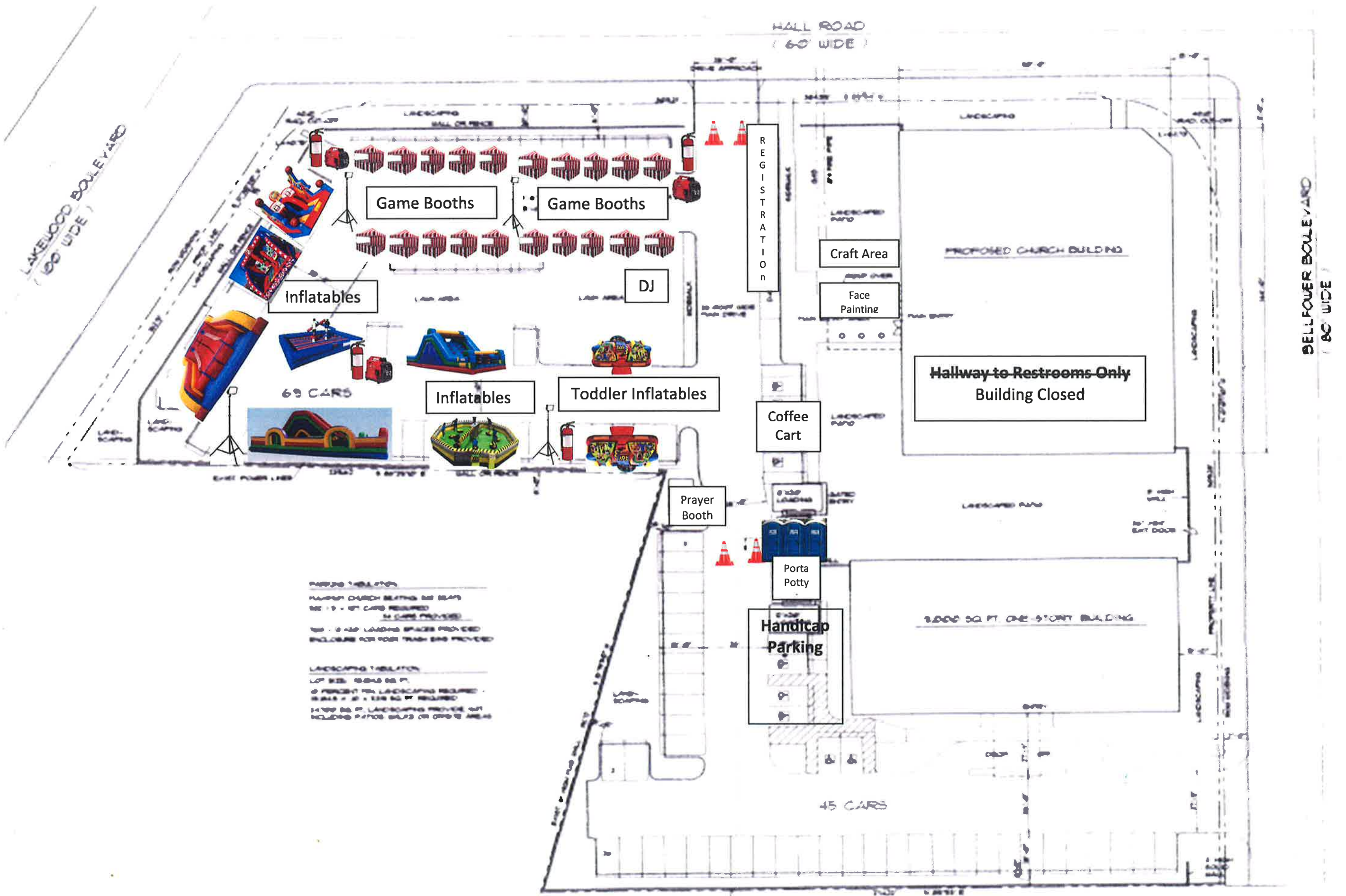
**POLICE**

35. The owner/applicant must provide three (3) licensed security guards on-site during the duration of the event.
36. Festival security officers shall be easily identifiable in brightly colored security shirts. The security shirts shall not resemble the shirt/uniform colors of Downey Police officers; they shall not be blue or black. All security guards shall wear shirts with "SECURITY" written in large white letters on the front, back, and around arm sleeve bands. The security guards shall be unarmed.

**PUBLIC WORKS/ENGINEERING**

37. The owner/applicant shall obtain all necessary plan approvals and permits.
38. The facility must provide adequate trash receptacles (refuse/recycle) for the event.
39. The owner/applicant shall comply with the National Pollutant Discharge Elimination System (NPDES) requirements of the Federal Clean Water Act; and Ordinance 1142 of the Downey Municipal Code (DMC).
40. Parking lot maintenance by water hosing method shall be prohibited at all times (refer to Attachment A: Best Management Practice).
41. Closure of public streets for parking purposes shall not be permitted at any time.
42. Handicap stalls in the south parking area must remain handicap accessible.
43. The owner/applicant shall provide sufficient restroom facilities for patrons.

**END OF CONDITIONS**



SITE PLAN



**Attachment A**

**Storm Water Pollution Control Requirements for Construction Activities  
Minimum Water Quality Protection Requirements for All Development Construction  
Projects/Certification Statement**

***The following is intended as an attachment for construction and grading plans and represent the minimum standards of good housekeeping which must be implemented on all construction sites regardless of size.***

- Eroded sediments and other pollutants must be retained on site and may not be transported from the site via sheetflow, swales, area drains, natural drainage courses or wind.
- Stockpiles of earth and other construction related materials must be protected from being transported from the site by the forces of wind or water.
- Fuels, oils, solvents and other toxic materials must be stored in accordance with their listing and are not to contaminate the soil and surface waters. All approved storage containers are to be protected from the weather. Spills must be cleaned up immediately and disposed of in a proper manner. Spills may not be washed into the drainage system.
- Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained at the project site.
- Excess or waste concrete may not be washed into the public way or any other drainage system. Provisions shall be made to retain concrete wastes on site until they can be disposed of as solid waste.
- Trash and construction related solid wastes must be deposited into a covered receptacle to prevent contamination of rainwater and dispersal by wind.
- Sediments and other materials may not be tracked from the site by vehicle traffic. The construction entrance roadways must be stabilized so as to inhibit sediments from being deposited into the public way. Accidental depositions must be swept up immediately and may not be washed down by rain or other means.
- Any slopes with disturbed soils or denuded of vegetation must be stabilized so as to inhibit erosion by wind and water.
  - Other

\_\_\_\_\_  
\_\_\_\_\_

As the project owner or authorized agent of the owner, I have read and understand the requirements listed above, necessary to control storm water pollution from sediments, erosion, and construction materials, and I certify that I will comply with these requirements.

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Print Name \_\_\_\_\_

(Owner or authorized agent of the owner)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**DRAFT MINUTES  
DOWNEY CITY PLANNING COMMISSION  
WEDNESDAY, SEPTEMBER 15, 2021  
CITY COUNCIL CHAMBERS, 11111 BROOKSHIRE AVENUE  
DOWNEY, CALIFORNIA  
6:30 P.M.**

Chair Duarte called the September 15, 2021, Regular Meeting of the Planning Commission to order at 6:30 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  
Arturo Montoya, District 3  
Carmela Uva, District 4

**COMMISSIONERS ABSENT:** Patrick Owens, District 2, Vice Chair  
Horacio Ortiz, Jr., District 5

**OTHERS PRESENT:** Deputy City Manager / Community Development Director  
Aldo E. Schindler  
Development Director  
Yvette Abich Garcia, City Attorney  
Crystal Landavazo, City Planner  
Alfonso Hernandez, Senior Planner  
Mary Cavanagh, Secretary

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

**PRESENTATIONS:**

**1. Resolution of Appreciation for Nolveris Frometa**

Mr. Frometa was unable to attend the Planning Commission meeting due to a scheduling conflict, and requested a continuing the presentation to a future Planning Commission meeting.

**REPORT ON CITY COUNCIL ACTION:** None.

**PUBLIC HEARINGS:**

**2. PLN-21-00058 (Conditional Use Permit):** Chair Duarte opened the public hearing for PLN-21-00058 and Ms. Cavanagh affirmed proof of publication.

Senior Planner Alfonso Hernandez presented the request for a Conditional Use Permit to allow for the off-site sale of alcohol at 9514 Firestone Boulevard, zoned C-2 (General Commercial). He explained that the applicant, Marc Shelton, proposes to operate the business as a consultation and logistics office under the business name "Allocated Liquor". The business will offer online and appointment based alcohol sales for off-site consumption provide home bar consulting and design services, stock private home bars for clients, and sell high end liquor to compliment this service. The applicant currently provides professional services for designing home bars and alcohol recommendations only. The proposed business will operate under a California Department of Alcoholic Beverage Control (ABC) Type 21 license (Off-Sale General), and function as an office showroom and distribution center, as opposed to a typical liquor store. Patrons can only visit the site by scheduling a consultation appointment or by making a purchase online and selecting to pick up their order.

The proposed hours of operation for the business are 9:00 a.m. – 5:00 p.m., Tuesday - Saturday. The applicant anticipates a maximum of four patrons at any given time. The business will be staffed with two employees at all times.

The applicant spoke in favor of his request.

The Commissioners commented on the uniqueness of the business and spoke in favor of the project.

It was moved by Commissioner Montoya, second by Commissioner Uva and passed by a vote of 3 in favor, and Vice Chair Owens and Commissioner Ortiz absent, to approve the request for a Conditional Use Permit PLN-21-00058.

**NON-AGENDA PUBLIC COMMENTS:** None.

**CONSENT CALENDAR ITEMS:** None.

**OTHER BUSINESS:** Chair Duarte reported a resident inquired as to the status of the previously approved 7-Eleven convenience store to be constructed at 13034 Downey Avenue at Gardendale St. The site has not begun construction and the resident commented on the property looking unmaintained.

Deputy City Manager / Director of Community Development Aldo Schindler advised the Commission that Staff will look into the complaint and will respond to the Planning Commission with current status of project. He stated the Code Enforcement Division will drive by the site and, if it looks unmaintained, they will have the owner clean it up.

**STAFF MEMBER COMMENTS:** Deputy City Manager / Community Development Director Schindler informed the Commission that the City of Downey will host a Housing Resource Fair on September 27, 2021 at 6:30 p.m. at the Barbara J. Riley Senior Center located at 7810 Quill Drive. Housing Service Providers will be in attendance to provide a multitude of Housing Services for our Community. The event will be posted on our City website and social media. Please spread the word and follow us on Instagram and Facebook for further information.

**ADJOURNMENT:** Chair Duarte adjourned the meeting at 6:48 p.m., to Wednesday, October 6, 2021, at 6:30p.m., at Downey City Hall, 11111 Brookshire Ave.

APPROVED AND ADOPTED this this \_\_\_\_ day of \_\_\_\_, 2021.

---

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 6<sup>th</sup> day of October, by the following vote:

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

---

Mary Cavanagh, Secretary  
City Planning Commission