



I. **CALL TO ORDER: A REGULAR PLANNING COMMISSION MEETING - 6:30 P.M.**

II. **FLAG SALUTE:**

III. **ROLL CALL:** Vice Chair Uva, Commissioners Guerra, Lujan, Morales, and Saikaly

IV. **PRESENTATIONS:**

1. Oath of Office
2. Certificate of Appreciation for Horacio Ortiz
3. Certificate of Appreciation for Miguel Duarte
4. Update on Housing Element Implementation

V. **PLANNING COMMISSIONER ANNOUNCEMENTS; REQUEST FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS:**

VI. **REPORT ON CITY COUNCIL ACTIONS:**

VII. **PUBLIC HEARINGS:** None

VIII. **PUBLIC COMMENTS: CONSENT CALENDAR/ OTHER BUSINESS/ NON-AGENDA**

Persons wishing to address the Planning Commission on any item listed on the Agenda, other than public hearing items, may do so at this time. Persons wishing to address public hearing items shall do so at the time of the public hearing.

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 four (4) 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 that is not listed on the Agenda.

IX. **CONSENT CALENDAR ITEMS:**

5. Approval of the Minutes from November 15, 2023

X. **OTHER BUSINESS:**

6. Election of Officers
  1. Chair
  2. Vice Chair

XI. **ITEMS TO BE PLACED ON FUTURE AGENDAS:**

February 21, 2024:

- 7360 Foster Bridge Blvd. – 33 Unit Condominium Development (General Plan Amendment, Zone Change, Site Plan Review, Tentative Tract Map, Density Bonus)
- 8327 Davis St. – Two new wireless cell sites (Conditional Use Permit)

March 6, 2024:

- 9300 Hall Rd. – New 510,110 sq. ft. industrial development (Site Plan Review, Variance, Lot Merger)



XII. STAFF MEMBER COMMENTS:

XIII. ADJOURNMENT: To Wednesday, February 21, 2024 at 6:30 pm, at Downey City Hall, 11111 Brookshire Avenue, Downey, CA. 90241.

**NOTICE: SECTION 9806 – APPEALS OF A COMMISSION DECISION**

*A decision of the Planning Commission, within fifteen (15) calendar days after the date of such action, may be appealed by written notice of appeal filed in duplicate with the City Clerk. Such appeal shall specify where it is claimed that the Commission’s findings were in error, where the decision of the Commission is not supported by the evidence in the matter, and/or where the public necessity, convenience, and welfare require the applicable exception or permit. The City Clerk shall not accept for filing a notice of appeal until and unless the appellant or person requesting the appeal has submitted to the City Clerk a filing fee as determined by resolution of the Council. The appeal will be processed in accordance with Section 9806(b) of the Downey Municipal Code.*

Supporting documents are available at: [www.downeyca.org](http://www.downeyca.org) and City Hall, 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.

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 antes de la reunión.**

I, Ria Ioannidis, Planning Secretary, 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 2<sup>nd</sup> day of February, 2024

Ria Ioannidis  
Ria Ioannidis  
Planning Secretary

**MINUTES**  
**DOWNEY CITY PLANNING COMMISSION**  
**WEDNESDAY, November 15, 2023**  
**CITY COUNCIL CHAMBERS, 11111 BROOKSHIRE AVENUE**  
**DOWNEY, CALIFORNIA**  
**6:30 PM**

Chair Ortiz called the November 15, 2023, Regular Meeting of the Planning Commission to order at 6:35 pm, at Downey City Hall, 11111 Brookshire Avenue, Downey, CA.

**PLEDGE OF ALLEGIANCE:** Led by Commissioner Duarte

**COMMISSIONERS PRESENT:** Horacio Ortiz, Jr., District 5, Chair  
Carmela Uva, District 4, Vice Chair  
Miguel Duarte, District 1  
Mario Guerra, District 2

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** Irma Huitron, Director of Community Development  
John Funk, City Attorney  
Alfonso Hernandez, Principal Planner  
Abraham Luna, Associate Planner  
Ria Ioannidis, Planning Secretary

**PLANNING COMMISSIONER ANNOUNCEMENTS; REQUEST FOR FUTURE AGENDA ITEMS; AND CONFERENCE/MEETING REPORTS:** Vice Chair Uva responded that she has none. Commissioner Duarte responded he has none. Commissioner Guerra responded that he has none. Chair Ortiz responded he has none.

**REPORT ON CITY COUNCIL ACTIONS:** Community Development Director Irma Huitron congratulated Chair Ortiz for his victory on the Council seat. Community Development Director Irma Huitron also reported on upcoming development projects in the City, including code enforcement related activities.

**PRESENTATIONS:** None.

**NON-AGENDA PUBLIC COMMENTS:** None

**CONSENT CALENDAR ITEMS:** Chair Ortiz asked the commissioners if they had any questions or comments on consent calendar item or motion to accept. It was moved by Vice Chair Uva and seconded by Commissioner Guerra, and passed by a vote of 3-0-1, with Commissioner Duarte excused from passing the Consent Calendar.

**OTHER BUSINESS:** None.

**PUBLIC HEARINGS:**

1. **PLN-23-00136 (Tentative Parcel Map):** Chair Ortiz opened the public hearing for PLN-23-00136, and Planning Secretary affirmed proof of publication.

Associate Planner Abraham Luna presented a request to subdivide a 29,209 square-foot parcel into two parcels. The property is located at 12020 Rives Avenue, Zoned R-1 5,000 Single-family

residential. Upon completion of the presentation, Associate Planner Luna recommended the Planning Commission adopt a resolution approving Tentative Parcel Map (PLN-23-00136). Associate Planner Abraham Luna addressed questions from Planning Commissioners related to the property.

Vice Chair Uva asked Planning Staff about parking requirements for each parcel.

Commissioner Guerra disclosed concerns related to conflict of interest due to the proximity of the project to his primary residence.

City Attorney John Funk informed there is no conflict of interest in Commissioner Guerra's participation.

Commissioner Guerra asked Planning Staff about driveway placement and architectural design of the future buildings.

Associate Planner Luna stated that due to the specific request of a subdivision the project design and layout are preliminary and the project is conditioned to comply with all development standards to be reviewed during the building permit process.

Commissioner Guerra commented the subject property has the potential to also construct Accessory Dwelling Units (ADUs), and expressed concerns related to the potential maximum dwelling units.

Associate Planner Luna confirmed that was correct, but noted none were proposed at this time.

Community Services Director Huitron added the R-1 zone per state law allows one primary dwelling, an ADU and a junior ADU dwelling.

Disclosures: Vice Chair Uva and Commissioner Guerra drove and walked by the site separately. Commissioner Duarte and Chair Ortiz had none.

Chair Ortiz asked the applicant to give testimony.

The Applicant welcomed questions from Commissioners.

Vice Chair Uva asked the Applicant of their future development plans.

Commissioner Guerra asked about plans for future ADUs and driveway placement.

The Applicant stated that a home and one ADU will be proposed on each lot. In addition, the Applicant stated they were open to constructing two separate driveways.

Commissioner Guerra asked Planning Staff on notification procedures to surrounding residences.

Community Services Director Huitron verified notices were mailed out to property owners within a 500-foot radius and also publicized the public hearing on the Downey Patriot, a local newspaper..

Correspondence: None.

Public Comment: Speaker Justin Philips, mother lives next door to subject property, shared concerns related to traffic congestion, traffic safety, and construction noise.

Chair Ortiz closed the public hearing.

Associate Planner Abraham Luna recommended the Planning Commission approve PLN-23-00136 (Tentative Parcel Map) and adopt the proposed resolution.

Deliberation:

Vice Chair Uva, Commissioner Duarte and Commissioner Guerra requested that conditions of approval be added to the resolution related to driveway placement and construction hours.

Commissioner Guerra asked if conditions of approval can be added limiting the construction of ADUs.

Community Development Director Huitron and City Attorney Funk clarified state law related to ADUs.

Commissioner Guerra requested to address the applicant. Chair Ortiz opened to public hearing.

Commissioner Guerra asked the applicant if the property is in use or vacant, and complimented the maintenance of the property.

The Applicant stated the property was vacant, but regularly maintained.

Chair Ortiz closed the Public Hearing.

Community Development Director Huitron, at the request of the Planning Commission, drafted modified conditions of approval related to driveway placement and construction hours.

Chair Ortiz opened the Public Hearing.

Chair Ortiz asked the applicant if they agreed with the newly drafted conditions of approval.

The Applicant responded that they were accepting of the new conditions of approval.

Chair Ortiz closed Public Hearing.

It was moved by Commissioner Duarte, seconded by Vice Chair Uva, and passed by a vote of 4-0 to pass Tentative Parcel Map (PLN-23-00136).

## **PUBLIC HEARINGS:**

**1. PLN-23-00119 (Conditional Use Permit):** Chair Ortiz opened the public hearing for PLN-23-00119, and Planning Secretary affirmed proof of publication.

Associate Planner Abraham Luna presented a conditional use permit application to locate a new rooftop mounted wireless communication facility on an existing building. The property is located at 12006 Lakewood Blvd at the Downey Landing.

Commissioner Guerra asked to confirm the height measurement of the unscreened portion of the antenna.

Associate Planner Luna confirmed the measurement is 24 inches.

Disclosures: Vice Chair Uva had none. Commissioner Guerra stated that the same paint is used as the building. Commissioner Duarte had none and Chair Ortiz visits the site frequently.

Chair Ortiz opened to Public Hearing:

The Applicant Justin Robinson, representative of Verizon, confirmed the measurements of the antenna.

Correspondence: None

Public Comment: None

Chair Ortiz closed the Public Hearing.

Associate Planner Luna recommended approval of Conditional Use Permit for PLN-00119 and adopt the proposed Resolution.

Deliberation: The Commissioners stated they were ready to make a motion.

It was moved by Vice Chair Uva, seconded by Chair Ortiz, and passed by a vote of 4-0 to pass PLN-23-00119 (Conditional Use Permit).

ADJOURNMENT: Chair Ortiz adjourned the meeting at 7:20 pm, to Wednesday, December 6, 2023, at Downey City Hall, 11111 Brookshire Avenue.

APPROVED AND ADOPTED this 7<sup>th</sup> day of February, 2024.

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, 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 7<sup>th</sup> day of February, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Ria Ioannidis, Planning Secretary  
Community Development Department