

**CITY OF LA VERNE  
PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Wednesday, May 11, 2016**

1. Chairperson Gilbert Ivey called the regular meeting of the La Verne Planning Commission to order at 6:30 p.m.

**ROLL CALL:** Planning Commissioners present: Gilbert Ivey, Phil May, and Wendy Lau. Planning Commissioners absent: Norm Faustini. Advisory personnel present: Community Development Director Hal Fredericksen, Assistant Planner Collin Wahab, and Administrative Secretary Darleen Foye.

2. **PLEDGE OF ALLEGIANCE**

Commissioner May led the pledge of allegiance.

3. **PUBLIC COMMENT**

Yolanda D'oyen, 973 E. Badillo Street, Ste., B, Covina, CA stated that she was excited to see the new landscape on the medians to help conserve water.

4. **CONSENT CALENDAR**

It was moved by Commissioner Lau, seconded by Commissioner May to approve the minutes of the April 13, 2016 Planning Commission meeting as submitted. Motion carried by a 3-0 vote (Faustini absent).

## **PUBLIC HEARINGS**

### **5. CASE NO. 5-16CUP B&M TOWING AND AUTO REPAIR 1956 ARROW HIGHWAY**

This being the time and place advertised to consider the above case and all legal requirements having been met, Chairperson Ivey asked for the staff report.

Assistant Planner Collin Wahab presented his staff report which was a request by B&M Towing for a conditional use permit to allow the operation of their business at 1956 Arrow Highway. He stated that currently they are located at 1712 Arrow Highway which does not have adequate space to operate their business.

Mr. Wahab stated that B&M Towing has been in business since 2007 and specializes in emergency roadside services, tire sales and repair, alignment and light auto repairs. He noted that B&M Towing currently has a fleet of five tow trucks. He noted that to perform auto repair services at the new location a conditional use permit is required per the Arrow Corridor Specific Plan.

Mr. Wahab stated that the applicant is proposing to make several site improvements to meet the needs of the proposed business. He noted that some of improvements will be a shade structure, wrought iron fence, improved landscaping, increased parking and loading area, and a trash enclosure.

Mr. Wahab stated that their business at 1712 Arrow Highway has had violations such as working on vehicles in the street as well as parking their tow trucks in the adjacent business park. He noted that the applicant has been working with staff on these issues which is the reason for relocating their existing business to 1956 Arrow Highway.

Mr. Wahab noted that before the improvements can be completed a parcel merger is required to merge what are currently four parcels into one. He also noted that at the May 2, 2016 Development Review Committee the precise plan and parcel merger were approved.

Mr. Wahab stated that the business has one office manager, three tow truck drivers, and two mechanics. He noted that many of the trucks and employees are off site, although there is at least one tow truck and three employees on the site. He also noted that the hours of operation are Monday through Friday 8:00 a.m. to 6:00 p.m., Saturday 8:00 a.m. to 5:00 p.m. and closed on Sunday.

Mr. Wahab stated that on the dais was a letter from El Siglo XX Corporation stating some concerns regarding traffic and parking. He stated that in the conditions of approval any concerns by the adjacent property owner have been addressed.

Mr. Wahab stated that the Development Review Committee and staff are recommending approval of Case No. 3-16CUP.

Chairperson Ivey opened the public hearing.

There was no one who wished to speak on this item.

Chairperson Ivey closed the public hearing.

Commissioner Lau asked if there were any reports of any issues with the alley way. Mr. Wahab stated that there have been issues according the La Verne Police Department.

Community Development Director Hal Fredericksen state that in the past there have been cars dropped off on the El Siglo property at 1912 Arrow Highway, but the applicant has conditions that prohibit that occurrence.

It was moved by Commissioner May, seconded by Commissioner Lau to approve Resolution No. 1171. Motion carried by a 3-0 vote.

**6. CASE NO. 22-16CUP  
DAMIEN HIGH SCHOOL KITCHEN  
MODULAR EXTENSION  
2280 DAMIEN AVENUE**

This being the time and place advertised to consider the above case and all legal requirements having been met, Chairperson Ivey asked for the staff report.

Assistant Planner Collin Wahab presented his staff report which was a request by Damien High School for a conditional use permit to allow an additional five year extension for a modular kitchen.

Mr. Wahab stated that the school was granted a conditional use permit in April of 2010. He stated that the modular was to be removed in April of 2015.

Mr. Wahab stated that the school is currently working on an update to their master plan which will address the replacement of the modular kitchen in the first phase of the plan.

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Mr. Wahab stated that while the modular kitchen is visible to the surrounding neighborhood the City has not received any complaints. He stated that a notice of public hearing was sent to the required 300 foot radius. He stated that staff did not receive any responses to the notice.

Mr. Wahab stated that the Development Review Committee and staff are recommending approval of Case No. 22-16CUP.

Chairperson Ivey opened the public hearing.

**Patrick Johnson, 2280 Damien Ave., La Verne** stated that he appreciated staff and the Planning Commission for taking the time to hear this request.

There was no one else who wished to speak on this item.

Chairperson Ivey closed the public hearing.

Commissioner May asked for a status of the master plan. It was stated that the applicant is currently working with an architect.

It was moved by Commissioner May, seconded by Commissioner Lau to approve Resolution No. 1170. Motion carried by a 3-0 vote.

## **INFORMATION**

Community Development Director Hal Fredericksen stated that Associate Planner Rafferty Wooldridge had resigned and taken a planning position in La Habra Heights.

Mr. Fredericksen stated that staff is currently working on filling the Planning Commission vacancy.

**ADJOURNMENT**

The meeting was adjourned at 6:47 p.m. to the regular meeting to be held June 8, 2016 at 6:30 p.m.

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Chairperson, Planning Commission

ATTEST:

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Secretary, Planning Commission