CITY OF LOS ALAMITOS
3191 Katella Avenue
Los Alamitos, CA 90720

AGENDA
PLANNING COMMISSION/SUBDIVISION COMMITTEE
REGULAR MEETING
Wednesday, May 22, 2019 – 7:00 PM

NOTICE TO THE PUBLIC
This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the Development Services Department or on the City’s website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Any written materials relating to an item on this agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the Development Services Department, 3191 Katella Ave., Los Alamitos CA 90720, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the Development Services Department at (562) 431-3538, extension 303, 48 hours prior to the meeting so that reasonable arrangements may be made. Assisted listening devices may be obtained from the Planning Secretary at the meeting for individuals with hearing impairments.

Persons wishing to address the Planning Commission on any item on the Planning Commission Agenda shall sign in on the Oral Communications Sign In sheet which is located on the podium once the item is called by the Chairperson. At this point, you may address the Planning Commission for up to FIVE MINUTES on that particular item.

1. CALL TO ORDER

2. ROLL CALL
   Chair Riley
   Vice Chair Sofelkanik
   Commissioner Andrade
   Commissioner Cuity
   Commissioner DeBolt
   Commissioner Grose
   Commissioner Loe

3. PLEDGE OF ALLEGIANCE
4. **ORAL COMMUNICATIONS**
   At this time, any individual in the audience may address the Planning Commission and speak on any item within the subject matter jurisdiction of the Commission. If you wish to speak on an item listed on the agenda, please sign in on the Oral Communications Sign In sheet located on the podium. *Remarks are to be limited to not more than five minutes.*

5. **APPROVAL OF MINUTES**
   A. Approve the Minutes for the Regular Meeting of April 24, 2019.

6. **DISCUSSION**
   A. Discussion of New Business Assistance
   A discussion of ways to encourage businesses to apply for business licenses and for property managers to remind them of the business license requirement.

   Recommendation: Discuss, and give direction to Staff.

7. **CONSENT CALENDAR**
   None.

8. **STAFF REPORT**
   None.

9. **PUBLIC HEARING**
   A. Site Plan Review (SPR) 18-03
   **Hospital Central Plant at 3832 Catalina Street**
   Continue consideration of a Site Plan Review (SPR 18-03) for a new two-story Central Plant Building (to include a 56 foot tall Thermal Energy Storage (TES) water tank) at 3832 Catalina Street in the Los Alamitos Medical Center Specific Plan area at the southeast corner of the intersection of Kaylor Street and Catalina Street (APN 242-162-14). The project would include the demolition of a medical office building at 3791 Katella Avenue (APN 242-163-12), and the construction of a utility bridge across Kaylor Street (APN 242-162-13).

   Recommendation:
   1. Take testimony; and,
   2. Keep the Public Hearing open and continue the item to the June 26, 2019 Planning Commission meeting so that the Applicant may continue to explore options for screening or otherwise minimizing the aesthetic impact from the proposed TES water tank.

10. **ITEMS FROM THE DEVELOPMENT SERVICES DIRECTOR**
    A. SB2 Planning Grants Program

11. **COMMISSIONER REPORTS**
12. ADJOURNMENT

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<td>Any final determination by the Planning Commission may be appealed to the City Council, and must be done so in writing at the Development Services Department, within twenty (20) days after the Planning Commission decision. The appeal must include a statement specifically identifying the portion(s) of the decision with which the appellant disagrees and the basis in each case for the disagreement, accompanied by an appeal fee of $1,000.00 (resident)/$2,349.00 (non-resident) in accordance with Los Alamitos Municipal Code Section 17.68 and Fee Resolution No. 2017-13.</td>
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I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: Los Alamitos City Hall, 3191 Katella Avenue; Los Alamitos Community Center, 10311 Oak Street; and, Los Alamitos Museum, 11062 Los Alamitos Boulevard; not less than 72 hours prior to the meeting.

[Signature]
Tom Oliver
Associate Planner

5/16/19 Date
MINUTES OF PLANNING COMMISSION/SUBDIVISION COMMITTEE MEETING
OF THE CITY OF LOS ALAMITOS

REGULAR MEETING – April 24, 2019

1. CALL TO ORDER
   The Planning Commission/Subdivision Committee met in Regular Session at 7:03 p.m., Wednesday, April 24, 2019, in the Council Chamber, 3191 Katella Avenue, Chair Riley presiding.

2. ROLL CALL
   Present: Commissioners: Chair Riley
              Culty, DeBolt, Grose, and Loe

              Absent: Vice Chair Sofelkanik
                      Commissioner Andrade

              Staff: Les Johnson, Development Services Director
                     Maria Veronica Enciso, Department Secretary
                     Michael Daudt, City Attorney
                     Tom Oliver, Associate Planner

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Chair Riley.

4. ORAL COMMUNICATION
   Chair Riley opened the meeting for Oral Communication for items not on the agenda.

   Speaker Debbie Rodriguez expressed concern her experience with Commercial Property Manager Tracey Shelton [in the Alamitos Business Center] and the misrepresentation she received from Ms. Shelton, in advising her that the proposed location was zoned for a hair salon.

   Speaker Richard Malley expressed his distrust of Ms. Shelton.

   There being no additional speakers, Chair Riley closed oral communications.

5. APPROVAL OF MINUTES
   A. Approve the Minutes for the Regular and Special Meeting of March 27, 2019.
      Motion/Second: Grose/DeBolt
      Carried 4/0 (Sofelkanik and Andrade absent, Riley abstained): The Planning Commission approved the minutes of the Regular and Special meeting of March 27, 2019.
6. DISCUSSION
None.

7. CONSENT CALENDAR
None.

8. STAFF REPORT
None.

9. PUBLIC HEARING
A. Site Plan Review (SPR) 18-03
Hospital Central Plant at 3832 Catalina Street
Consideration of a Site Plan Review for a new two-story Central Plant Building (to include a 56 feet tall Thermal Energy Storage (TES) water tank) at 3832 Catalina Street in the Los Alamitos Medical Center Specific Plan area at the southeast corner of the intersection of Kaylor Street and Catalina Street (APN 242-162-14). The project would include the demolition of a medical office building at 3791 Katella Avenue (APN 242-163-12), and the construction of a utility bridge across Kaylor Street (APN 242-162-13).

Development Services Director Johnson summarized the staff report.

Commissioner Grose requested to have copies of the phase one and phase two approvals, available for review by any Commissioner at City Hall.

Associate Planner Oliver advised that the approvals are also available for review on the City website.

Chair Riley opened the public hearing.

Motion/Second: Grose/Loe
Carried 4/0 (Sofelkanik and Andrade absent, DeBolt abstained): The Planning Commission agreed to continue the item to the May 22, 2019 Planning Commission meeting.

10. ITEMS FROM THE DEVELOPMENT SERVICES DIRECTOR
Development Service Director Johnson informed the Planning Commission of the following:

- Thanked the Planning Commission for all the work that they have done with the zoning amendments. Furthermore, advised that staff’s goal is to have a draft to the Commission for their consideration, at least two to three weeks prior to the hearing.
- Aiming to hold the Updated Zoning Code Public Hearing in June.
• The framing phase of construction for the Marriot Fairfield hotel has now been completed.
• The Olson project [at 3311 Sausalito Street] has commenced the grading and utility connection phases of construction.
• The Starbucks at 5252 Katella Avenue has completed the framing phase of construction.

11. **COMMISSIONER REPORTS**
Commissioner Grose advised of the upcoming Serve Los Al event that is taking place in June. Additionally, Commissioner Grose thanked Commissioner DeBolt for noticing the small details during discussion of the zoning code.

Commissioner DeBolt noted the following for future meeting discussions:

• Future discussion of allowable uses in retail.
• The potential for City involvement in imposing a fine and additional requirements to property owners who misrepresent allowable uses on their commercial properties.

12. **ADJOURNMENT**
The Planning Commission adjourned the meeting at 7:27 p.m.

____________________________
ATTEST: John Riley, Chair

____________________________
Les Johnson, Secretary
City of Los Alamitos
PLANNING COMMISSION/SUBDIVISION
COMMITTEE AGENDA REPORT

MEETING DATE: May 22, 2019 ITEM NUMBER: 6A
To: Chair Riley and Members of the Planning Commission
Via: Les Johnson, Development Services Director
From: Tom Oliver, Associate Planner
Subject: Discussion of New Business Assistance

SUMMARY

A discussion of ways to encourage businesses to apply for business licenses and for property managers to remind them of the business license requirement.

RECOMMENDATION

Discuss, and give direction to Staff.

BACKGROUND

During the April 24, 2019 Planning Commission meeting, prospective business owner Debbie Rodriguez addressed the Commission during oral communication explaining her experience with attempting to establish a hair salon within a tenant space. Ms. Rodriguez secured a lease with the property manager and subsequently met with Associate Planner Oliver in order to apply for a business license. During the meeting with Mr. Oliver, Ms. Rodriguez was informed that the zoning district covering the property where she established a lease does not allow hair salons. Ms. Rodriguez informed the Commission that she is now having difficulty terminating the lease and having her deposit returned.

As a result of the comments provided by Ms. Rodriguez, the Planning Commission directed staff to add an item on the agenda for the next meeting to discuss what efforts the City could undertake to help prevent future similar situations.

DISCUSSION

It is not uncommon for new businesses to open their doors in the City of Los Alamitos without first doing their due diligence and apply for zoning approval to obtain a business license prior to signing a lease. Similarly, Property Managers sometimes do not require a lessee to obtain a business license prior to leasing a unit from them. This often
becomes a costly mistake when a business finds that they need to relocate, as a result of the City finding that they opened the establishment in the wrong zone.

Most new businesses make an effort to contact the City early in their “due diligence” process, inquiring about securing a business license, and obtaining building permit for improvements and signage. Occasionally, a prospective business owner inquires after securing a lease or purchasing property but most do so before making such a commitment.

Additionally, staff has historically and continues to work closely with a number of commercial property owners and managers, with most being aware of the uses allowed at their property. A number of commercial property owners and their representatives are aware of the zoning, permitted and conditional uses and development standards associated with their property. This has historically resulted in limited issues similar to what Ms. Rodriguez experienced.

In the instance involving Ms. Rodriguez, the property manager for the subject site is aware of the zoning and uses permitted. This particular property has seen a number of uses proposed that are not permitted within the zoning district or established without first obtaining business license from the City. Though staff has attempted to prevent such situations, the property manager appears to be unwilling to or disinterested in informing prospective businesses of the zoning and that a business licenses is necessary. Since the last Planning Commission meeting, staff sent a letter to the property manager once again requesting her assistance in preventing businesses from securing leases or opening in advance of obtaining a City business license.

Staff is open to any suggestions that the Planning Commission may have that would further assist with minimizing future matters, such as this as well as ways to be of greater resource to those wishing to establish a new or relocate an existing business in Los Alamitos.
City of Los Alamitos
PLANNING COMMISSION/SUBDIVISION
COMMITTEE AGENDA REPORT

MEETING DATE: May 22, 2019

ITEM NUMBER: 9A

To: Chair Riley and Members of the Planning Commission
Via: Les Johnson, Development Services Director
From: Tom Oliver, Associate Planner
Subject: Site Plan Review (SPR) 18-03
Hospital Central Plant
3832 Catalina Street

SUMMARY: Continue consideration of a Site Plan Review (SPR 18-03) for a new two-story Central Plant Building (to include a 56 foot tall Thermal Energy Storage (TES) water tank) at 3832 Catalina Street in the Los Alamitos Medical Center Specific Plan area at the southeast corner of the intersection of Kaylor Street and Catalina Street (APN 242-162-14). The project would include the demolition of a medical office building at 3791 Katella Avenue (APN 242-163-12), and the construction of a utility bridge across Kaylor Street (APN 242-162-13).

RECOMMENDATION:

1. Take testimony; and,

2. Keep the Public Hearing open and continue the item to the June 26, 2019 Planning Commission meeting so that the Applicant may continue to explore options for screening or otherwise minimizing the aesthetic impact from the proposed TES water tank.

APPLICANT: Kent Clayton, represented by AJ Omar – Tenet Health

LOCATION: 3832 & 3791 Katella Avenue (APNs 242-162-14, 242-163-12, & 242-162-13)

ENVIRONMENTAL: The proposed project has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA) guidelines, and local guidelines. In accordance with Section 15063 of the California Environmental Quality Act, Environmental Impact Report SCH #2010041095 was

SPR 18-03 – Hospital Central Plant
May 22, 2019
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certified by the Los Alamitos City Council via Resolution No. 2011-02 on February 7, 2011 for the Los Alamitos Medical Center Specific Plan.

APPROVAL CRITERIA: The Los Alamitos Medical Center Specific Plan (SP 09-1), Section 2.B (Land Use Summary by Phase) requires Planning Commission approval of a Site Plan Review to permit the construction of the Central Plant Structure.

NOTICING: This is a continued hearing from the April 24, 2019 Planning Commission meeting. The Public Hearing Notice for the April 24, 2019 meeting was mailed out on April 10, 2019, to property owners and commercial tenants within 500 feet of the subject parcel, and publicly posted at the City Hall, the Community Center, and the Los Alamitos Museum. Additionally, the Public Hearing Notice was published in the News Enterprise on April 10, 2019.

PRIOR ACTIONS: 2011 - Los Alamitos Medical Center Specific Plan - ZOA 09-01, GPA 09-01, SP 09-01
BACKGROUND:

AJ Omar, on behalf of the Los Alamitos Medical Center, has submitted an application for the construction of a new two-story Central Plant (utility) structure proposed for an area of the hospital parking lot at the southeast intersection of Kaylor Street and Catalina Street -- see the attached site plan. The application asks approval to build a two-story, 11,619 square foot building and install a 56 feet tall Thermal Energy Storage (TES) water tank. The Planning Commission previously confirmed the proposition for this building to be in a different area and in a different phase than was originally approved in the Los Alamitos Medical Center Specific Plan. Please note that the project will also include the demolition of Medical Office Building (MOB) 1 on the same campus, near the northwest corner of Kaylor Street and Los Alamitos Boulevard, which will be replaced by additional surface parking. The proposed improvements also include a structure (referred to as the North Bridge/Screen Tower), which will carry the new utility connections from the new Central Plant across Kaylor Street to the existing medical center.

During its April 24, 2019 meeting, the Planning Commission continued this item to the May 22, 2019 meeting at the request of the Applicant. This request was made in order for the Applicant to make changes to the proposed plans for the project in response to concerns raised by staff.

CONCLUSION

The Applicant is once again requesting for the item to be continued in order for them to continue to exploring options for screening or otherwise minimizing the aesthetic impact from the proposed TES water tank. Staff recommends that the Planning Commission keep the public hearing open and then continue the item (Site Plan Review 18-03) to the June 26, 2019 meeting in order to give the Applicant additional time to further explore options for the TES tank.

Attachments: 1. Letter requesting for the continuance of this item from Applicant
May 9, 2019

City of Los Alamitos Planning Department
Tom Oliver, Associate Planner
3191 Katella Ave.
Los Alamitos, CA 90720

Dear Tom:

Los Alamitos Medical Center would like to withdraw from presenting our Central Utility Plant project on May 22, 2019. We would like to continue the request to the next month’s meeting on June 26, 2019 to address the city planners concerns regarding the TES tank height and appearance.

Los Alamitos Medical Center would like to present the project with full support from the planning team, and accordingly CA Architects is working diligently with the engineering team to come up with opportunities to reduce the tank size and improve the complimentary graphics.

Thank you.

Sincerely,

[Signature]

Kent Clayton
Chief Executive Officer
Los Alamitos Medical Center
City of Los Alamitos

MEMORANDUM

TO: Chair Riley and Members of the Planning Commission
FROM: Les Johnson, Development Services Director
DATE: May 15, 2019
SUBJECT: AGENDA ITEM 10A – SB2 Planning Grant

Senate Bill 2, adopted in 2017, established a permanent source of funding intended to increase the affordable housing stock in California. The legislation set-aside 50 percent of the first-year revenue to establish a one-time program that provides financial and technical assistance to local governments to update a variety of planning documents and processes that streamline housing approvals and accelerate housing production.

Staff would like to discuss with the Planning Commission the prospect of the City pursuing this grant. One item that would likely qualify for this grant opportunity is establishing a specific plan for the Town Center area.

A summary sheet representing the grant program is attached.
Announcement of Availability of
SENATE BILL 2 FUNDS

Senate Bill 2, adopted in 2017, establishes a permanent source of funding to increase affordable housing stock. The funding for this year includes approximately $123 million for financial and technical assistance to local governments to update planning documents to streamline housing production.

The funds will be distributed on an "over the counter", non-competitive basis to eligible jurisdictions. To be eligible, jurisdictions must have a Certified Housing Element, 2017 or 2018 Annual Progress Report submitted to HCD, and a few other requirements.

The application form will be released March 29, 2019.

Applications can be submitted April 1 to November 30, 2019. (may be extended)

ELIGIBLE ACTIVITIES
Jurisdictions selecting priority policy areas will receive a smoother, faster, and easier process.

Priority Policy Areas:
- Rezone to permit by-right
- Objective design and development standards
- Specific plans or form based codes coupled with CEQA streamlining
- Accessory dwelling units or other innovative building strategies
- Expedited processing
- Housing related infrastructure financing and fee reduction strategies

Eligible projects include but are not limited to:
- Targeted general plan updates
- Community plans and specific plans
- Zoning updates
- Environmental analyses that eliminate the need for project-specific review

TECHNICAL ASSISTANCE
Along with HCD and OPR, a consultant team led by PlaceWorks has been contracted to assist with:
- SB 2 planning grant application assistance
  - Grant writing (limited)
  - Review of ideas and draft applications
  - Identification of eligible activities
- Housing element compliance
- Annual progress reports

ORANGE COUNTY LIAISON
Colin Dukker
CDukker@PlaceWorks.com
(714) 966-9220
For more information, email SB2PlanningGrant@HCD.CA.gov

PLACEWORKS