MINUTES OF PLANNING COMMISSION/SUBDIVISION COMMITTEE MEETING
OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING – April 16, 2019

1. CALL TO ORDER
The Planning Commission/Subdivision Committee met in Special Session at 6:05 p.m., Tuesday, April 16, 2019, in the Council Chamber, 3191 Katella Avenue, Chair Riley presiding.

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

Absent: Vice Chair Sofelkanik
Andrade

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

3. DISCUSSION
A. Study Session for the Zoning Code Update
Continued discussion of the Zoning Code sections pending review, to present a final recommended draft for Zoning Code Update.

Development Services Director Johnson thanked the Planning Commissioners for their time and coming the final workshop session regarding the zoning code update.

Laura Stetson from MIG reviewed the following:
➢ Revisit medical office in the C-G Zone
  o Expand the definition of clinics and medical offices to office, medical
    and dental, clinic, and urgent care.
➢ Key changes to Article 3: Zones, Allowable Uses, and Development Regulations
  o Parking and loading
  o Signs

Development Services Director Johnson expanded on the discussion about the medical office in the C-G Zone in order to reconsider the language within the City's Municipal Code. He refers to the Conditional Use Permit that was submitted in January 2019 [at 10900 Los Alamitos Boulevard #160] that was denied by the
Planning Commission and then upheld at the City Council meeting on April 15, 2019. He further discussed the following:
  - Limitation with regards to the size of a particular unit.
  - Relevance of proximity of the parcel to the arterial.
    - Consideration that it should be conditional or permitted throughout the entire town center overlay.

Ms. Stetson stated that currently the C-G zone is within the town center overlay, so the new code would establish the town center mixed use zone to have its own zone. Medical and dental offices are permitted by right, but only on the ground floor and no larger than 3,000 square feet. As for urgent care and clinics, they are not allowed at all.

Commissioner Debolt received clarification from Ms. Stetson that the C-G zone will be eliminated and be made into a mixed used zone. He also asked for clarification of Article 2, which was discussed at a previous meeting.

The Planning Commission and staff discussed the following:
  - Suggestion to change the 3,000 square feet to 1,500 square feet in the C-G zone.
  - Clarification that no medical or dental use on the first floor, only on the second floor and up can have maximum of 3,000 square feet per unit.
  - Changes to the business in place due to the zoning code changes.
  - Uses may differ from the C-G Zone, but it is not requiring a possible redevelopment to be mixed-use.
  - The general plan is trying to achieve a zoning code that clearly identifies the different areas.
  - Concern over offices dominating the spaces of a building and how the current percentage of 15% office use would help manage it.

Ms. Stetson offered options to the Planning Commission:
  - Repeat the regulation in the town center mixed use zone and apply to the C-G for medical and dental office.
  - Bump down the 3,000 square feet.
  - Keep it at 3,000 square feet, but also have the 15% limitation.
  - Permit medical and dental offices on the ground floor with limitations to either the size or percentage.

Commissioner Cuilty was provided with the result from the City Council meeting on April 16, 2019 from Development Services Director Johnson in regards to the zoning code. Some City Council members had a concern of medical office use in an area where retail should be a focus and concern of the vagueness that was being proposed that it was not definitive and descriptive.
Development Services Director Johnson asked the Planning Commission if as a commission they would want to have the 15% threshold on any office use instead.

The Planning Commission discussed using the term "non-retail" instead of "office" and Les explained that it's easier to exclude a specific use than the other way around due to the changes to what business identify themselves as.

Ms. Stetson received clarification from the Planning Commission's request for the C-G Zone office use including medical and dental, be carried over to the town center mixed up. Just as long as it states the limit of office use regardless whether it is medical or non-medical.

Commissioner Loe received an explanation from Ms. Stetson of what the C-G Zone says in regards to the second and third floor of buildings. These offices may occupy up to 100% on the second floor and up, and up to 15% on the ground floor subject to verification by the director through a zoning clearance process.

Commissioner Debolt discussed that the 15% would still be the case irrespective of whether it's on an arterial or not. Ms. Stetson clarified that [as the zoning code is now] if the business is on an arterial; it requires a CUP and this should change to not need a CUP.

Development Services Director Johnson provided the Planning Commission with clarification that with the use of the 15% for offices can vary depending on how large or small the property is.

The Planning Commission and staff discussed and agreed on having 15% applying to all office use, but the max would be 3,000 square feet on the ground floor.

Ms. Stetson summarized the current and proposed residential parking standards.

Commissioner Grose is not in favor to changing the residential parking standards.

The Planning Commission and staff discussed the following:
- Base by type of unit on the property and not by the zone amount of parking.
- Keep the same number of spaces from the current standard, but use the different uses from the proposed standard.

Ms. Stetson summarized the sign code and informed the Planning Commission and staff that there will be an update of the sign codes to fulfill the current laws.

Commissioner Culity received clarification of the amount of signage space that is allowed on a building and was informed that there is a 25% limitation.
Ms. Stetson informed the Planning Commission and staff that the proposed regulations for digital signs be allowed as both permanent and temporary sign.

Chair Riley asked about content neutrality and if videos are allowed. Ms. Stetson clarified that the regulation states that the slides go from one stationary image to the next in an interval of eight seconds.

City Attorney Daudt asked and received clarification from the consultants in regards to digital billboards needing to display signs that correlate to the business that is on site.

The Planning Commission and staff discussed the signage for open house being placed on public property and how this is the most violated provision. This also is the case for any temporary signs.

Ms. Stetson opened the discussion to items the Planning Commission would like to discuss.

Commissioner Debolt and staff discussed the following:

- Item 1 on page 3-19: How to enforce the parking and Ms. Stetson explained that the code states that the garage cannot be rented out to be used as a parking space.
- Item D on page 3-24: Needing to define substantial.
- Item C on page 3-25: Remove the "or a building permit".
- Item 4 on page 3-27: Reword the provision to say, "any carport constructed in association with new construction".
- Item 5 on page 3-27: change "may" to "then".
- Item 2 on page 3-29: Provide EV capable parking spaces.
- To have tandem parking put back into the code.
- Page 3-1: Clarification of the height being about the finished grade.
- Item A1c on page 3-6: Include tank less water heaters.
- Page 3-7: To know where the refuse and recycling storage areas are being placed when the City receives site plans.
- Page 3-9: This section does not state the separation of adjoining, but different land uses.

Ms. Stetson informs the Planning Commission and staff of the next steps and thanks the Planning Commission for their patience:

- Make the final revisions.
- The Public Hearing Process.
- Possibly have a June Public Hearing.
- Bring this forward to the July City Council meeting.

Chair Riley thanks everyone for his or her contribution.
4. ADJOURNMENT
The Planning Commission adjourned at 8:06 p.m.

ATTEST:

Les Johnson, Secretary

John Riley, Chair