

**MINUTES OF THE REGULAR MEETING OF  
THE PLANNING COMMISSION OF  
THE CITY OF LA MIRADA**

**August 15, 2019**

**CALL TO ORDER**

The regular meeting of the Planning Commission was called to order at 6:30 p.m. by Chairman Michael Saenz in Council Chambers at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

Present:

Chairman Michael Saenz  
Commissioner Scott Anderson  
Commissioner Matthew Morse  
Commissioner Lee Olsen

Staff:

Gabriel Bautista, Community Development Director  
Eric Garcia, Senior Planner  
Arturo Cervantes, Associate Planner

**APPROVAL OF MINUTES**

**1. MINUTES OF THE REGULAR MEETING OF FEBRUARY 21, 2019**

Community Development Director Gabriel Bautista advised the commission that Chairman Saenz had been provided, and listened to, an audio recording of the February 21, 2019 Planning Commission meeting in order to vote on the minutes.

**Commissioner Olsen moved and Commissioner Anderson seconded to approve the minutes of the February 21, 2019 Planning Commission meeting.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Chairman Saenz, Commissioner Anderson, Commissioner Olsen**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: Commissioner Morse**

**2. MINUTES OF THE REGULAR MEETING OF JUNE 20, 2019**

Due to Commissioner Soto's absence at the June 20, 2019 meeting, Commissioner Olsen recommended a correction to the Staff Announcements section of the minutes regarding staff's acknowledgment of Commissioner Soto's appointment to the position of Vice

Chairman. Commissioner Olsen also requested that staff make corrections to the spelling of his last name where necessary within the minutes. The minutes were amended to omit the acknowledgement and correct the name spelling.

**Commissioner Olsen moved and Commissioner Anderson seconded to approve the amended minutes of the June 20, 2019 Planning Commission meeting.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Chairman Saenz, Commissioner Anderson, Commissioner Morse, Commissioner Olsen**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**REVIEW AND DISCUSSION ITEM**

**3. FUTURE AMENDMENTS TO ZONING ORDINANCE: CHAPTER 21.56, SHORT-TERM RENTALS; CHAPTER 21.68, PARKING AND LOADING; SECTION 21.78.030, SETBACK MEASUREMENTS; AND SECTION 21.200.103, L DEFINITIONS.**

Community Development Director Gabriel Bautista provided a review of future amendments to the Zoning Ordinance via a PowerPoint presentation. He advised the commissioners that the presentation was interactive and that they should feel free to ask questions at any time.

Mr. Bautista explained that the code amendments being considered included: the addition of standards for Short Term Rentals; modifications to the Parking and Loading standards; modifications to Setback Measurements; and the addition of a definition to the terms listed under the letter "L."

Mr. Bautista explained that the proposed addition of new regulations relating to short term rentals was a result of concerns expressed from members of the community and an identified increase in the number of listings for this type of rentals. Mr. Bautista stated that the regulations for short term rentals will be added as a new Chapter 21.56 to the Zoning Ordinance. He added that the new chapter will be divided into various sections intended to provide standards for short term rentals. He added that the city is experiencing an increase in the number of internet listings for this type of rentals and that the city has also received concerns from residents regarding these rentals. As a result, the City Council directed City Administration staff to draft regulations.

Commissioner Morse asked, other than resident complaints, how has the city determined that there has been an increase in this type of rentals.

Mr. Bautista responded and stated that the city first became aware of the potential problems with this type of rentals through resident complaints. He added that staff looked into the address cited in the complaint by conducted a web search and found that the property in question had recently been approved for an Accessory Dwelling Unit which is prohibited from being rented for periods of less than 30 days. Mr. Bautista added that at the time of this original complaint there were three listings for short term rentals citywide but that a more recent search found seven on one website.

Commissioner Morse asked how long the research was conducted.

Mr. Bautista responded and stated that Planning Division staff's initial web search found three listings approximately one and a half years ago and that a more recent search found 7 listings. He added that the noted increase was from one website only and that there were various other websites offering short term rentals.

Mr. Bautista continued the presentation and explained that Chapter 21.56 will be divided into various sections. He then reviewed each of the following sections: 21.56.010 "Intent and Purpose," which provides for the regulation of short term rentals; 21.56.020 "Definitions," which will define specific terms relating to short term rentals; 21.56.030 "Prohibition," which prohibits the rental of residential units or rooms within residential units for periods of less than 30 days; 21.56.040 "Hosting Platform Responsibilities," which lists the obligations of websites listing short term rentals within the city; and 21.56.050 "Violation and Penalties," which established the penalties for violation of the proposed short term rental regulations.

Mr. Bautista added that the proposed Chapter 21.56 had been presented to the City Council as an informational item and that Administration staff had received limited comments.

Mr. Bautista reviewed a recent map from one website showing the location of seven, currently available short term rentals within the city and added that Administration staff had counted 26 listings across multiple websites.

Mr. Bautista then reviewed the proposed amendments to Chapter 21.68 "Parking and Loading." Mr. Bautista explained that during the course of reviewing projects, staff takes note of code sections that need clarification, amendment or require addition information and that there were a sufficient number of these within Chapter 21.68 to warrant an update. He added that the Zoning Ordinance is a living document that is subject to change.

Mr. Bautista stated that the first section recommended for amendment within Chapter 21.68 is the "Applicability" section and that the proposed amendment will establish that the chapter's requirements only apply to the expanded area of non-residential uses and structures without considering existing building square footage when calculating parking.

He added that it is also recommended that the applicability section be amended so that the requirements will not apply to residential properties that currently do not comply with parking requirements when a proposed addition is less than 300 square feet.

Commissioner Olsen asked if the power of the planning commission, as noted within the "Applicability" section will continue to allow the commission to require parking beyond that listed in Chapter 21.68.

Mr. Bautista responded and stated that the planning commission will continue to be able to require additional parking with supporting information or analysis.

Mr. Bautista continued the presentation and stated that the recommended amendment to the "Permit Requirement" section will add parking lot resurfacing and restriping to the list of projects that require city review and approval and will remove these projects from the list of exempt projects. Mr. Bautista stated that this is intended to ensure compliance with ADA requirements specific to the number of spaces, their location and their size.

Mr. Bautista reviewed the recommended amendments to the "Off-street Parking Space Requirement" section of Chapter 21.68. He stated that the changes will require a certified list of employees on each shift when the required number of parking spaces is based on the number of employees.

Commissioner Olsen commented that he agreed with the idea but that the "Off-street Parking Table" still showed parking based on square footage.

Mr. Bautista responded and stated that it is addressed as an amendment to the footnotes at the end of the table.

Mr. Bautista continued with the review of the recommended amendments to the "Off-street Parking Space Requirement" section and stated that the changes will prohibit the reservation of spaces for specific businesses, unless there is a parking surplus.

Commissioner Morse asked if the provision of surplus spaces will allow the owner of a commercial center to reserve spaces for certain tenants.

Mr. Bautista responded and stated that, that will be permitted provided there are surplus spaces.

Commissioner Olsen asked how a customer will know if the reserved space was legitimate.

Mr. Bautista responded and stated that customers will not be able to tell if the reserved space is legitimate. He added that the towing of unauthorized parked vehicles can only be done if the parking lot is properly posted with Towing Signs.

Mr. Bautista continued with the review of the recommended amendments and stated that valet parking services will not be permitted to charge for services, reserve on-site parking spaces or obstruct on-site circulation. He also stated that parking for Low Emission, Fuel Efficient, car/van pool and electric vehicles as well as vehicle charging equipment will be required to comply with the California Green Building Standards Code.

Chairman Saenz stated that the electric company is providing incentives for the inclusion of electric vehicle charging stations in multi-family projects.

Mr. Bautista reviewed the proposed amendments to Table 21.68.050 "Off-street Parking requirements which included adjustments to the parking required for retail/office/service uses.

Commissioner Olsen stated that applicants were receiving a break with reduced parking.

Mr. Bautista continued and reviewed the proposed amendments to the following uses listed within Table 21.68.050: Bus/Truck Terminal uses; Residential Accessory Dwelling Units and Guest Parking; Hospital/Medical Service uses; Recycling Facilities; Tutor uses; and the addition of footnote 9 pertaining to employee based parking for existing structures.

Commissioner Olsen stated that he had firsthand experience with the shortage of guest parking guest parking spaces are utilized by residents due to the number of household vehicles, thereby making it difficult for guests to find parking. He also stated that the increase in the guest parking requirement was an improvement.

Commissioner Olsen initiated a brief discussion about previous and future multifamily projects and his concern that current guest parking requirements were insufficient.

Commissioner Olsen expressed concerns with the current parking requirement for hospitals and asked why it was not based on the number of employees.

Mr. Bautista responded and stated that the current code required one space per doctor plus one space for every three employees plus 1 space for every two beds.

Chairman Saenz asked if parking at hospitals is a current problem.

Mr. Bautista responded and stated that he was not aware.

Commissioner Olsen expressed his opinion that the employee parking requirement for hospitals be increased.

Commissioner Olsen expressed concerns with not having an employee parking requirements for hotels and motels.

Mr. Bautista responded and stated that hotels and motels are currently required to provide one space per guest room plus spaces for other on-site uses such as offices, restaurants and banquet facilities.

Commissioner Olsen stated that employees were not accounted for. He further stated his concerns with not having employee parking requirements for more of the uses listed within the table.

Mr. Bautista continued to review the proposed amendments and stated that Table 21.68.060(A) will include minimum interior dimensions for a two car garage which was not previously provided in the table. He added that a minimum driveway vertical clearance of eight feet will also be added. He also reviewed additional proposed language and graphics to address the location and design of surplus parking.

Chairman Saenz asked about staff's most common challenge relating to parking.

Mr. Bautista responded and stated that currently the biggest parking challenge has been restaurant parking due to the current parking requirements and restaurant owners desire to add seating.

Mr. Bautista reviewed the recommended amendments to Section 21.68.080 "Parking and Parking Lot/Structure Design Consideration" which included parking obstruction standards; an increase in the size of a garage to accommodate appliances; minimum interior dimensions for tandem garage parking; a 25 foot clearance radius for garage access; and minimum sizes for garage door openings.

Mr. Bautista summarized the final proposed amendments which included the addition of language to: prohibit charging for required parking; prohibit the use of compact parking spaces to fulfill the parking required for residents in multi-family projects; establish standards for parking lot striping; add a code reference to Non-Conforming vehicle parking standards; and amend the bicycle parking requirements so that they comply with the Green Building Standards Code.

Commissioner Olsen recommended that more definitive language be added to Section 21.68.110 to further strengthen staff's authority to regulate the use of compact parking.

Mr. Bautista reviewed the proposed amendments to Chapter 21.78 "Yard requirements and Exceptions." He explained that currently, the front yard is determined by the orientation of the residential unit's front door, which can affect the location of expansions. He added that staff proposes to add a process by which the owners of residential property, located on a street corner, can request an alternative front yard designation. Mr. Bautista reviewed the application process.

Mr. Bautista reviewed the proposed amendment to add a definition for "Lot frontage, corner Lots" to Section 21.200.130 of Chapter 21.200 "Definitions." Mr. Bautista stated that the new language will include a provision that allows owners to request an alternative front yard designation.

Commissioner Morse asked if they will receive new code books with the changes after adoption.

Mr. Bautista responded and stated that staff will provide the commissioners copies of the amended sections to insert into their code books.

Mr. Bautista concluded the presentation.

Chairman Saenz thanked staff for the review.

### **PUBLIC COMMENT PERIOD**

No one spoke.

### **COMMISSION ANNOUNCEMENT**

Commissioner Morse asked for the date of the next meeting.

Mr. Bautista responded and stated that the next meeting is scheduled for September 19, 2019 and that there were two, multi-family residential projects tentatively scheduled for review during that meeting.

### **STAFF ANNOUNCEMENT**

Mr. Bautista confirmed that the commissioners each received a flyer for the Volunteer Appreciation Day event. He also announced that Vice Chairman Steve Soto had resigned from the commission and that staff will place an item on the next agenda for selection of a new Vice Chairman.

Chairman Saenz asked how long it will take to appoint a new commissioner.

Mr. Bautista responded and stated that he was not sure how long the new appointment will take, but that he anticipates the council member making the selection to move quickly on the selection for appointment.

**ADJOURNMENT**

There being no further business to come before the Commission, Chairman Saenz adjourned the meeting at 7:45 p.m. to the next regular meeting to be held on Thursday, September 19, 2019.

Submitted:



Gabriel Bautista  
Community Development Director

Attest:



Michael Saenz, Chairman