

The Irwindale **PLANNING COMMISSION** met in special session at the above time and place.

CHAIR TAPIA Chair Tapia requested all Commissioners to be present at all Planning Commission meetings and for staff to consider Commissioners availability when selecting a special meeting date.

ROLL CALL: Present: Commissioners Enoch Burrola; Robert E. Hartman; Loretta Corpis; Vice Chair Richard Chico; Chair Arthur R. Tapia

Also present: Marilyn Simpson, Community Development Manager/City Planner; Edwin Arreola, Planning Technician; Adrian Guerra, Assistant City Attorney; Daniel Co, Assistant Engineer; Berlyn Aguila, Administrative Secretary; Edith Alcantara, Office Specialist

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

ITEM NO. 1A

MINUTES

None for approval

NEW BUSINESS

There were no items.

PUBLIC HEARINGS

ITEM NO. 3A

**SITE PLAN & DESIGN REVIEW (DA) NO. 01-2019 PROTERRA INC.
ON BEHALF OF FOOTHILL TRANSIT**

**COMMUNITY
DEVELOPMENT
MANAGER/CITY
PLANNER MARILYN
SIMPSON**

Community Development Manager/City Planner Marilyn Simpson introduced this item and stated that it would be presented by Planning Technician Edwin Arreola.

**PLANNING
TECHNICIAN EDWIN
ARREOLA**

Planning Technician Arreola reported that this is a request submitted by applicant David Nguyen for Proterra Inc. on behalf of Foothill Transit. They are requesting a Site Plan & Design Review for the construction of a steel and concrete canopy over an existing bus parking lot located at 5640 Peck Road.

The presentation included an overview of the following:

- 1) Background and history of Foothill Transit
- 2) Specific Plan overview
- 3) Project description

- 4) Future plans
- 5) Development Plan and Design Review (canopy height, parking and design)
- 6) Staff's analysis and findings of fact made to support approval of the proposed project
- 7) Environmental review process for the proposed project

Planning Technician Arreola concluded his report and stated that staff's recommendation is that the Planning Commission adopt Resolution No. 765(19) and recommend City Council to approve the proposed Site Plan and Design Review (DA) No. 01-2019 with attending Conditions of Approval.

COMMISSIONER
BURROLA

Commissioner Burrola asked if the engineers have reviewed the structure for the future solar panels and the foundation of the structure. Assistant Engineer Co replied that the structure was fully reviewed including the solar panels.

Commissioner Burrola reiterated that Foothill Transit will be 100% electric by 2030, but only proposing a canopy for 14 buses. He asked staff if the proposed project is a pilot program or if the canopies will be built in sections. Community Development Manager/City Planner commented that the representative from Foothill Transit is present and can answer any additional questions. Sharlane Bailey, Director Facilities, replied that all buses will become electric by 2030, but the established procurement cycle and the contracted manufacturer is only manufacturing for 14 buses. David Nguyen, representative for Proterra Inc., added that the 14 establishments can be compared to a fueling station, because they can accommodate to double or triple amount of buses.

Responding to an inquiry by Commissioner Burrola regarding the amount buses at the site, Ms. Bailey stated that there is currently 223 buses located at the Irwindale location with additional electric fleets in the Pomona facility. She added that eventually 100% of the buses will become electric.

COMMISSIONER
HARTMAN

Commissioner Hartman asked how long it takes to fully charge one bus. Mr. Nguyen replied that it takes 6-7 hours to fully charge one bus. He also mentioned that not all chargers need a solar canopy above because the site has a cable management system available. Ms. Bailey stated that each charger located in Irwindale is 50 Kilowatts and can take 6 hours to charge, but a fast charger is available that can charge a bus in less than 10 minutes.

COMMISSIONER
CORPIS

Responding to an inquiry by Commissioner Corpis regarding future solar panels, Ms. Bailey explained that during the current phase, they are only funded for a certain amount of solar canopies including overhead structures to hang the charging reels. Mr. Nguyen stated that

Edison is currently installing a grid for power and is viewing the project as a solar project.

COMMISSIONER
BURROLA

Commissioner Burrola asked if staff considered the canopy exceeding 30% of the existing floor area in the future when adding additional canopies. Community Development Manager/City Planner Simpson replied that staff will review the details when the application is submitted.

CHAIR TAPIA

Chair Tapia asked what would be the result of the applicant exceeding the 30% of the existing floor area and had previously been exempt from the Commercial and Industrial Design Guidelines for the previous sections. Community Development Manager/City Planner Simpson indicated that the campus would be required to look integrated even if the canopies are built in multiple phases. Staff would make a recommendation to Planning Commission during that time.

VICE-CHAIR
CHICO

Vice-Chair Chico asked if the Resolution or Conditions of Approval can state that the applicant can potentially modify the structure to avoid dissimilar canopies. Chair Tapia added that commissioners should consider any potential changes in canopies to avoid modifications in the future. Assistant City Attorney Guerra explained that finding four (4) states that if a new development is brought forward to Planning Commission while the current facility is on site, the new development must be consistent and complimentary to the proposed building.

VICE-CHAIR
CHICO

Vice-Chair Chico stated his concern over modifying the proposed canopy when the applicant will propose additional canopies in the future that will require the applicant to adhere to the Commercial and Industrial Design Guidelines.

ASSISTANT CITY
ATTORNEY GUERRA

Assistant City Attorney Guerra suggested adding a condition that states if future canopies are added for the same purpose, the current approval can be modified to reflect any future canopies. Community Development Manager/City Planner Simpson agreed with Assistant City Attorney Guerra's suggestion. Vice-Chair Chico agreed with the suggestion and stated that the canopies should be cohesive. Ms. Bailey expressed the importance of the building aesthetics and agreed with the suggestion.

CHAIR TAPIA

Chair Tapia indicated that in case of any future changes, a condition will be in place.

COMMISSIONER
BURROLA

Commissioner Burrola indicated that the railroad track panels located by the fire station are sinking in and can potentially cause a flat tire.

RESOLUTION NO.
765(19)

"A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE APPROVINGSITE PLAN AND DESIGN REVIEW

ADOPTED (DA) NO. 01-2019 FOR THE CONSTRUCTION OF A STEEL AND CONCRETE CANOPY OVER AN EXISTING BUS PARKING LOT ON THE FOOTHILL TRANSIT MAINTENANCE AND OPERATIONS FACILITY FOR A TOTAL OF ±8,100 SQUARE FEET ON PROPERTY ZONED M1 LIGHT MANUFACTURING LOCATED AT 5640 PECK ROAD AND SUBJECT TO CONDITIONS SET FORWARD AND MAKING FINDINGS TO SUPPORT THEREOF WITH DIRECTION TO STAFF TO DRAFT AND INCLUDE A CONDITION OF APPROVAL THAT THE CANOPY APPROVED BY THIS RESOLUTION SHALL CONFIRM TO ANY NEW CANOPIES DESIGNED AND ESTABLISHED FOR THE SAME PURPOSE IN THE FUTURE OR LESS IN TERMS”.

MOTION A motion was made by Commissioner Hartman, second by Commissioner Chico, to accept the recommended motion as read.

**DISCUSSION ITEMS/
PRESENTATIONS**

COMMUNITY DEVELOPMENT MANAGER/CITY PLANNER MARILYN SIMPSON Community Development Manager/City Planner Simpson introduced new Office Specialist/Business License Clerk, Edith Alcantara. She shared that Mrs. Alcantara previously worked for Orange County Housing Authority, assistant to a property management and as a small business specialist for Bank of America. Office Specialist Alcantara expressed her excitement becoming part of the Irwindale team.

**COMMISSIONER
COMMENTS**

COMMISSIONER HARTMAN Commissioner Hartman asked if residential complaints to Code Enforcement include graffiti. Community Development Manager/City Planner Simpson replied that Code Enforcement is not only complaint driven, but periodically tours the city and will take action when necessary. She also added that anyone can inform staff of any complaints.

Commissioner Hartman asked if Code Enforcement searches for graffiti. Community Development Manager/City Planner Simpson stated that Code Enforcement does search for graffiti and will follow-up.

COMMISSIONER CORPIS Commissioner Corpis stated that the new Irwindale facility located on Los Angeles Street and Azusa Canyon Road has graffiti. Community Development Manager/City Planner Simpson replied that she will report the complaint.

CHAIR TAPIA Chair Tapia stated that Code Enforcement would previously give verbal reports. Commissioner Corpis indicated that they can only discuss land use when a business renews their Land Use Entitlement.

Assistant City Attorney added that he had previously suggested staff not to present Code Enforcement reports because it is not relevant to Commissioners. He also mentioned that what staff presents to Commissioners is tied to findings that are established by the code.

CHAIR TAPIA

Chair Tapia welcomed Mrs. Alcantara and shared that Commissioner Burrola's cousin has previously worked in the same field. Office Specialist Alcantara thanked the Commission and Administrative Secretary Aguila.

Responding to an inquiry by Chair Tapia regarding a Code Enforcement quarterly report, Assistant City Attorney Guerra replied that he is able to get a quarterly report from Code enforcement.

Chair Tapia mentioned that the soil piles at the Vincent Pit are too high. Vice-Chair Chico stated that all piles are illegal unless approved by City Council or Planning Commission.

VICE-CHAIR
CHICO

Vice-Chair Chico stated that the soil piles have been there a long period of time with no activity.

CHAIR TAPIA

Chair Tapia suggests incorporating the Robert Rules of Order considering future projects that will be brought forward to the Planning Commission. He explained that the Robert Rules of Order will dictate how the residents can act during a Planning Commission meeting. He also asked who can give authority to include the Robert Rules of Order. Assistant City Attorney Guerra replied that staff and legal council will follow up.

COMMISSIONER
BURROLA

Commissioner Burrola asked if the Robert Rules of Order need to be voted on. Assistant City Attorney Guerra replied that City Council does vote but is not sure about Planning Commission.

CHAIR TAPIA

Chair Tapia suggested making copies of the Robert Rules of Order to review at the following Planning Commission meeting. He also stated his opinion towards the typical outcome of the rules.

LEGAL COUNCIL

There were no items.

**COMMUNITY
DEVELOPMENT
MANAGER/CITY
PLANNER'S REPORT**

Community Development Manager/City Planner Simpson provided the following updates:

1. Active fire in the San Gabriel Riverbed, north of Santa Fe Dam.
2. Gave a reminder that Music in the Park will be on August 1, 2019 and the police department will be giving away free hot dogs for the City's birthday.

Community Development Manager/City Planner Simpson asked when the city became incorporated. Vice-Chair Chico replied that Irwindale has been incorporated 62 years now. Commissioner Burrola asked for the specific date. Community Development Manager/City Planner Simpson replied that City of Irwindale became incorporated on August 6, 1957.

CHAIR TAPIA

Chair Tapia thanked Planning Technician Arreola for his report.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 7:22 p.m.



Chair Arthur R. Tapia

Attest:



Berlyn Aguila, Administrative Secretary