

CITY OF ARCADIA

Arcadia Planning Commission Regular Meeting Agenda



Tuesday, April 11, 2023, 7:00 p.m.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from Planning Services at (626) 574-5423. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

根据《美国残障人法案》的规定，需要提供残障相关调整或便利设施才能参加会议的残障人士（包括辅助器材或服务），可向规划服务部请求获得此类调整或便利设施，电话号码 (626) 574-5423。请在会前 48 小时通知规划服务部，以便作出合理安排，确保顺利参加会议。

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

根据阿凯迪亚市的语言便利服务政策，英语能力有限并需要翻译服务才能参加会议的人可与市书记官办公室联系（电话：626-574-5455），请求提供志愿或专业翻译服务，请至少在会前 72 小时提出请求。

CALL TO ORDER

ROLL CALL

Brad Thompson, Chair
Vincent Tsoi, Vice Chair
Angela Hui, Commissioner
Domenico Tallerico, Commissioner
Marilynne Wilander, Commissioner

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

PUBLIC COMMENTS (5 minute time limit per person)

Each speaker is limited to five (5) minutes per person, unless waived by the Planning Commission. Under the Brown Act, the Commission or Board Members are prohibited from discussing or taking action on any item not listed on the posted agenda.

PUBLIC HEARING

All interested persons are invited to appear at a public hearing and to provide evidence or testimony concerning any of the proposed items set forth below for consideration. Separate and apart from the applicant (who may speak longer in the discretion of the Commission) speakers shall be limited to **five (5) minutes per person**. The applicant may additionally submit rebuttal comments, at the discretion of the Commission.

You are hereby advised that should you desire to legally challenge in court or in an administrative proceeding any action taken by the City Council regarding any public hearing item, you may be

limited to raising only those issues and objections you or someone else raised at the public hearing or in written correspondence delivered to the City Council at, or prior to, the public hearing.

- 1. Resolution No. 2124** – Approving Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01 to allow a new massage business and a parking modification at 51 E. Foothill Boulevard

CEQA: Exempt

Recommendation: Adopt

Applicant: Michelle Wu

There is a ten day appeal period. Appeals are to be filed by 5:30 p.m. on Monday, April 24, 2023.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the Commission, staff, or the public request that specific items be removed from the Consent Calendar for separate discussion and action.

- 2. Minutes of the March 14, 2023, Regular Meeting of the Planning Commission**

Recommendation: Approve

MATTERS FROM CITY COUNCIL LIASION

MATTERS FROM PLANNING COMMISSIONERS

MATTERS FROM ASSISTANT CITY ATTORNEY

MATTERS FROM STAFF INCLUDING UPCOMING AGENDA ITEMS

ADJOURNMENT

The Planning Commission will adjourn this meeting to Tuesday, April 25, 2023, at 7:00 p.m.

Welcome to the Arcadia Planning Commission Meeting!

The Planning Commission encourages public participation, and invites you to share your views on City business.

MEETINGS: Regular Meetings of the Planning Commission are held on the second and fourth Tuesdays of each month at 7:00 p.m. in the City Council Chambers. A full Planning Commission agenda packet with all backup information is available at City Hall, the Arcadia Public Library, and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (Planning@ArcadiaCA.gov). Documents distributed to a majority of the Planning Commission after the posting of this agenda will be available for review at the Planning Services Office in City Hall, 240 W. Huntington Drive, Arcadia, California.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Planning Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Planning Commission. The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane, or disruptive remarks. When the Chair asks for those who wish to speak please come to the podium and state your name and address for the record. Please provide a copy of any written materials used in your address to the Planning Commission as well as a copy of any printed materials you wish to be distributed to the Planning Commission.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC COMMENTS." In general, each speaker will be given (5) minutes to address the Planning Commission; however, the Chair, at his/her discretion, may shorten the speaking time limit to allow all speakers time to address the Planning Commission. **By State law, the Planning Commission may not discuss or vote on items not on the agenda. The matter will automatically be referred to staff for appropriate action or response, or will be placed on the agenda of a future meeting.**

PUBLIC HEARINGS AND APPEALS are items scheduled for which public input is either required or desired. Separate and apart from an applicant or appellant (who may speak longer at the discretion of the Planning Commission), speakers shall be limited to (5) minutes per person. The Chair, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the Planning Commission. The applicant or appellant may also be afforded an additional opportunity for rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the Planning Commission. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the Planning Commission can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the Planning Commission and may be acted upon by one motion. There will be no separate discussion on these items unless a member of the Planning Commission, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the Planning Commission or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak, or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, may serve as the Sergeant-at-Arms of the Planning Commission meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

欢迎来到阿卡迪亚规划委员会会议！

规划委员会鼓励公众参与并诚邀您分享对市政业务的看法。

会议：规划委员会的例会于每月的第二个及第四个星期二下午七时在市议会会议厅举行。可在市政厅、阿卡迪亚公共图书馆 (Arcadia Public Library) 和市政网站 (www.ArcadiaCA.gov) 上查阅包含所有备份信息的完整的规划委员会议程包。个人议程报告的副本可通过电子邮件的方式 (Planning@ArcadiaCA.gov) 索取。本议程发布后，分发至大多数规划委员会的文件可在规划服务办公室 (地址：City Hall, 240 W. Huntington Drive, Arcadia, California) 查阅。

公民参与：欢迎并邀请您参加规划委员会的所有会议。每次例会都为希望向规划委员会发表意见的听众预留时间。本市政要求向规划委员会发表意见的个人不得发表人身攻击、诽谤、亵渎或破坏性言论。当主持人邀请想要发言之人上台发言时，请说出自己的姓名和地址，以便记录。请向规划委员会提供您所在地址所使用的任何书面材料的副本，以及您希望分发给规划委员会的任何印刷材料的副本。

未列入日程的事项应在“公众征求意见”所指定的时间提出。一般而言，每位发言者都将获得 (5) 分钟的时间来向规划委员会表达自己的意见；但是主持人可以酌情缩短发言时间，以便可以让所有发言者都可以向规划委员会表达自己的想法。**根据州法律，规划委员会不得讨论或就议程外事项进行投票。此事项将自动提交至工作人员采取适当地行动或回应，或将列入今后会议的议程。**

公众听证会或上诉是需要或希望公众发表意见的计划项目。除了申请人或上诉人（规划委员会可酌情延长其发言时间）外，每位发言者的发言时间不得超过 (5) 分钟。市长可以酌情缩短发言时间，确保所有发言者都可以向市议会表达意见。申请人或上诉人也可获得额外的反驳意见机会。

议程事项：该议程包括规划委员会的正常议事日程。市政工作人员一般会在会议前审查和调查议程内事项，以便规划委员会在作出决定前充分了解有关事项。

获准日历：“获准日历”上所列事项被规划委员会视为例行公事，可通过一项动议采取行动。除非规划委员会成员、工作人员或公众要求，否则不会单独讨论这些事项。若出现这一情况，则该事项将从“获准日历”中删除，并对其进行单独审议和行动。

礼节：虽然公众可以自由地批评城市政策以及规划委员会或其成员的行动或拟议的行动，但公众不得采取破坏诉讼有序进行的行为，包括但不限于阻止其他听众在有机会发言时发表意见的行为，或阻止听众听到或看到诉讼进程。公众不得以人身伤害威胁任何人，或以可合理地解释为迫在眉睫的人身伤害威胁的方式行事。所有参加会议的人都应遵守本市的政策，禁止基于个人的种族、宗教信仰、肤色、国籍、血统、身体残疾、医疗状况、婚姻状况、性别、性取向或年龄而进行骚扰。警务处处长或警务处的此类成员可担任规划委员会会议的警卫官。警卫官应执行主持会议的官员为维持会议秩序和礼仪而发出的所有命令和指示。任何违反会议秩序和礼仪的人均可被逮捕，并可根据《刑法典》第403条或适用的《阿卡迪亚市政法典》相关部分的规定对其提起诉讼。



STAFF REPORT

Development Services Department

DATE: April 11, 2023

TO: Honorable Chairman and Planning Commission

FROM: Lisa L. Flores, Deputy Development Services Director
Prepared By: Edwin Arreola, Associate Planner

SUBJECT: RESOLUTION NO. 2124 – APPROVING CONDITIONAL USE PERMIT NO. CUP 22-12 AND PLANNING COMMISSION ADMINISTRATIVE MODIFICATION NO. PC AM 23-01 TO ALLOW A NEW MASSAGE BUSINESS AND A PARKING MODIFICATION AT 51 E. FOOTHILL BOULEVARD

CEQA: Exempt

Recommendation: Adopt

SUMMARY

The Applicant and Property Owner, Michelle Wu, is requesting approval of Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01 to allow the operation of a new massage business (dba: Ann Karen Wellness) at 51 E. Foothill Boulevard. The business will also provide body slimming and facial services. The project is subject to a parking modification to maintain the eight (8) parking spaces in lieu of 18 parking spaces for all the uses within this multi-tenant building.

It is recommended that the Planning Commission adopt Resolution No. 2124 (Attachment No. 1) and find this project Categorical Exempt under CEQA and approve Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01, subject to the conditions listed in this staff report.

BACKGROUND

The subject site is an interior lot that is located on the north side of E. Foothill Boulevard between Oakwood Drive and Highland Oaks Drive (see Figure 1). The existing 3,680 square foot, one-story commercial building has three units (49-51 E. Foothill Boulevard – refer to Attachment No. 3 for the Site Plan and Floor Plan). The proposed business will be located in one of the three units that is approximately 1,350 square feet at 51 E. Foothill Boulevard. The site includes eight (8) parking spaces at the rear of the

commercial building accessed via an alley. The unit was previously occupied by a professional office use until March of 2021 and is currently vacant. The adjacent units consist of an accounting office (49 E. Foothill Boulevard) and a beauty salon (53 E. Foothill Boulevard). The business owner for Ann Karen Wellness is the owner of the subject property and also owns the accounting office next door at 49 E. Foothill Blvd.



Figure 1 – Aerial of Subject Site

The property is zoned C-G (General Commercial) and has a General Plan Land Use Designation of Commercial. The site is surrounded by other commercial properties zoned C-G to the northwest, west, east, and across the street to the south and there is an R-3 (High Density Residential) property located to the northeast across from the alley that faces Highland Oaks Drive - refer to Attachment No. 2 for an Aerial Photo with Zoning Information and Photos of the subject property.

PROPOSAL

The Applicant is proposing a massage business that will be utilizing BIBOTING massage machines that use suction cups to continuously massage a portion of the body. It is a non-invasive holistic deep tissue suction process that allows the skin to be exercised and to increase the elasticity of the skin. There will be no hand to body massages conducted at this business. Additionally, the business will offer facial treatments and body slimming treatments. The Applicant will also be selling the BIBOTING machines at the business.

These services are classified as personal services under the City's Development Code. Massage services, however, are considered a *Personal Restricted Use* and are only allowed through a Conditional Use Permit. There will only be one (1) employee operating the business at any given time. This business will be operated by appointment only, and each appointment is approximately one to two hours depending on the type of service(s) the customer requests. Upon arrival to the business, customers will be assigned to a room after they check-in. The employee will assist in attaching and detaching the suction cups on the customer and the machine will operate the massage on its own. Facial treatments will also be conducted through the use of the BIBOTING machine by the employee.

The 1,350 square foot unit will have a waiting room, two (2) private treatment rooms, a break room, a storage room, and a restroom as shown below and under Attachment No. 3 - Site Plan and Floor Plan. The proposed business hours will be from 10:00 a.m. to 6:00 p.m., Monday through Friday.

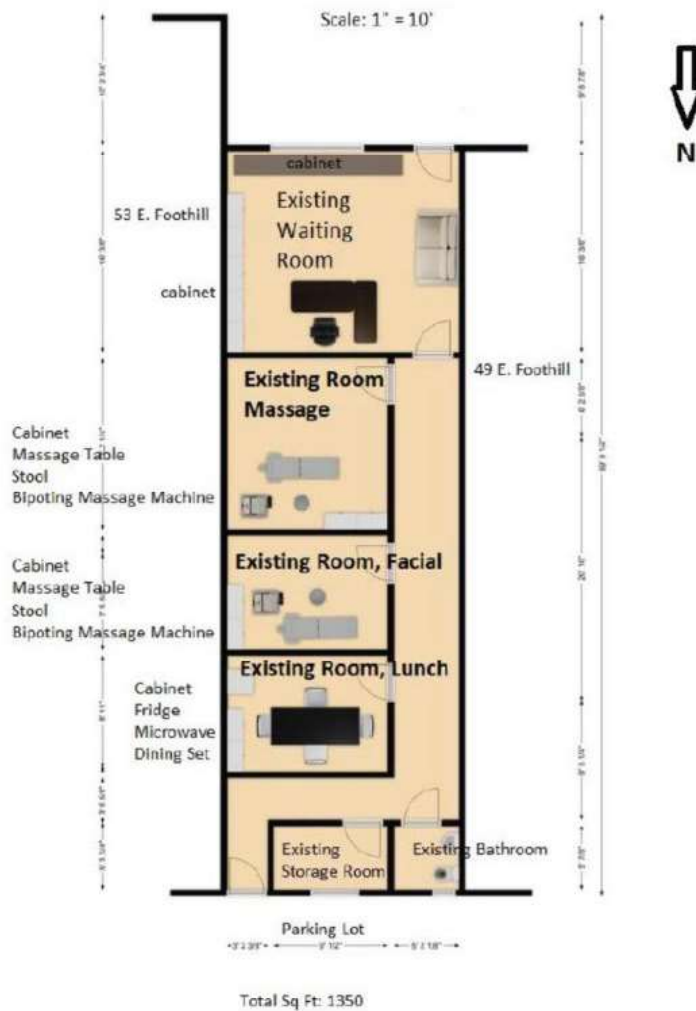


Figure 2 – Proposed Floor Plan

The site has a total of eight (8) standard parking spaces but has an existing parking deficiency based on the parking required for all the uses within this building per the Development Code. A total of 18 parking spaces are required for all three tenants, as shown below:

BUILDING ADDRESS	SUITE	TENNANT	BLDG AREA	REQUIRED PARKING RATION	REQUIRED PARKING
49		ABACUS ACCOUNTANCY CORPORATION	930	1/250SF	4
51		PROPOSED ANN KAREN WELLNESS	1,350	1/200 SF	7
53		SNIP HAIR SALON	1,400	1/200 SF	7
TOTAL					18

Figure 3 – Parking Table

A Parking Modification is required, as the change in use for the subject unit from a professional office to a personal service use requires one (1) additional parking space which cannot be accommodated on site, and the entire site will have 10 less parking than what is required per code.

ANALYSIS

A personal restricted service, such as a massage service, is subject to a Conditional Use Permit in the C-G, General Commercial zone. The Arcadia Police Department has reviewed this request and had no issues with the proposed massage services proposed for the business. As part of the City's process, periodic inspections will occur to ensure the operator is complying with the City's regulations and process, and to ensure each masseuse is a licensed by the State.

The site consists of three units that share the same parking lot at the rear of the building. The site has maintained a legal non-conforming parking lot consisting of eight (8) spaces, as it was developed this way since 1953. Many of the other properties on this block have a similar parking situation as they either utilize their non-conforming parking at the rear of the properties or park along the street.

The current uses include an accounting office, which is also owned by the Applicant, open from 9:00 a.m. to 5:00 p.m., Monday through Friday, and a beauty salon that is open from 10:00 a.m. to 6:00 p.m., Tuesday through Sunday. The proposed massage business will be open from 10:00 a.m. to 6:00 p.m., Monday through Friday. A parking analysis was required to better understand the current parking situation and the parking demand from all of the uses.

The Applicant contracted with More Services to prepare a detailed parking analysis to provide the City with information of the present parking situation – refer to Attachment No. 4 – Parking Analysis. Parking activity was observed for two days on February 6, 2023 and February 7, 2023 once every three hours during the proposed hours of operation for the business. During this time, it was observed that, at most, there were only two cars in the parking lot at the rear of the property and that visitors and/or employees had parked on the streets because it was more convenient. The parking analysis concluded that, considering the hours of operation for the subject use and adjacent uses, proposed duration of stay of customers, and number of users for the use, there will be adequate parking for the proposed business. There is also ample parking in the parking lot and on the streets throughout the day. It was determined that the additional four (4) vehicles for the proposed business (one employee, two customers in each private room, and one customer waiting) would not create a parking problem. Therefore, there is sufficient parking to adequately serve the business.

In terms of on-street parking, there are no parking restrictions on this portion of E. Foothill Boulevard and around the corner on Highland Oaks Drive. Oakwood Drive has street parking that is restricted to two-hour parking from 8:00 a.m. to 6:00 p.m. Additionally, Staff has not observed or been informed of any parking issues with the site

and surrounding streets. The Applicant, who is also the property owner will ensure there will not be a parking issue since she has a vested interest in making sure all the businesses will survive.

FINDINGS

Section 9107.09.050(B) of the Development Code requires that the Planning Commission may approve a Conditional Use Permit if all of the required findings can be made.

- 1. The proposed use is consistent with the General Plan and any applicable specific plan; and is allowed within the applicable zone, subject to the granting of a Conditional Use Permit, and comply with all other applicable provisions of the Development Code and the Municipal Code.**

Facts to Support This Finding: The proposed massage use is consistent with the Commercial land use designation of the site. The Commercial land use designation is intended to permit a wide-range of commercial uses that serve citywide markets. Approval of a massage business is a service that is typically or often found in commercial zoned property and it is consistent with the Commercial land use designation of the site. The site is zoned General Commercial (C-G) and Arcadia Development Code Section 9102.03.020, Table 2-8, allows personal restricted services, such as the proposed use, in the C-G zone subject to the review and approval of a Conditional Use Permit. The proposed massage use operations and improvements will comply with the Massage Therapist regulations as set forth in the Arcadia Municipal Code. Therefore, the massage use will not adversely affect the comprehensive General Plan, is in compliance with all applicable provisions of the Arcadia Development Code and the Arcadia Municipal Code, and is consistent with the following General Plan policy:

Land Use and Community Design Element

Policy LU-6.7: Encourage a balanced distribution of commercial development throughout the City, ensuring that neighborhoods and districts have adequate access to local-serving commercial uses.

- 2. The design, location, size, and operating characteristics of the proposed activity will be compatible with the existing and future land uses in the vicinity.**

Facts to Support This Finding: The proposed business will occupy a 1,350 square foot commercial unit within the existing three-unit building. The existing unit will be able to handle the expected demand from this massage business as it will function on an appointment only basis and it will only have two private treatment rooms. Thus, only two customers will be serviced at a time. The proposed use is in compliance with all the applicable development standards and land use regulations of the C-G zone and will have adequate parking to serve the use, as more fully set forth in the Administrative Modification findings below. The use is compatible and not

detrimental to the other existing retail and commercial businesses located on site and along E. Foothill Boulevard. Therefore, the proposed massage business is compatible with the existing and future land uses in the vicinity.

3. The site is physically suitable in terms of:

- a. Its design, location, shape, size, and operating characteristics of the proposed use in order to accommodate the use, site improvements, loading, and parking.**

Facts to Support This Finding: The site is physically suitable and adequately developed for the proposed massage use because the property is an improved site within an existing commercial building. The 1,350 square foot commercial unit has multiple rooms adequate in size to carry out the services proposed by the business. The proposed business will not require any additional site improvements or construction. There is sufficient parking available for the proposed business within the parking lot at the rear of the site and on the surrounding streets. The business will limit the number of customers to three (3) customers, one in each of the private treatment rooms, and one customer within the waiting area. Therefore, the operating characteristics of the unit shall be suitable for the business.

- b. Streets and highways adequate to accommodate public and emergency vehicle (e.g., fire and medical) access.**

Facts to Support This Finding: The property is located on the north side of E. Foothill Boulevard. Foothill Boulevard is adequate in width and pavement type to carry the traffic generated by the proposed use and emergency vehicles. Therefore, the proposed business will not impact these rights-of-way.

- c. Public protection services (e.g., fire protection, police protection, etc.).**

Facts to Support This Finding: The Fire and Police Department have reviewed the application and determined that no additional improvements are needed to provide adequate protection services to the subject site.

- d. The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.).**

Facts to Support This Finding: The change in use will not require any new plumbing fixtures or new improvements; and the existing utilities and infrastructure will continue to adequately service the site.

4. The measure of site suitability shall be required to ensure that the type, density, and intensity of use being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a

nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.

Facts to Support This Finding: The proposed massage use is in compliance with the Arcadia Development Code standards. The proposed use will not be detrimental to the public health or welfare of the surrounding properties, as the use is complementary to the mixture of other commercial businesses along Foothill Boulevard including the adjacent accounting office and beauty salon. Also, the site is located along Foothill Boulevard which is a commercial corridor that has a mix of businesses that serve the surrounding communities. The subject site has adequate parking, and it will not adversely affect access or cause inconvenience to surrounding businesses or properties. The small size and nature of the proposed business will be contained on the existing site, will not require any exterior construction, and will not negatively affect the subject site or any surrounding properties. Additionally, the City conducts periodic inspections of massage businesses to ensure that all City regulations are being met so that massage businesses do not pose a nuisance.

Pursuant to Development Code Section 9107.05.050, an Administrative Modification may be approved if at least one of the following findings can be made.

1. Secure an appropriate improvement of a lot;
2. Prevent an unreasonable hardship; or
3. Promote uniformity of development.

Although the site is parked at a legal non-conforming rate with a total of eight (8) standard parking stalls and deficient based on the required number of parking of 18 spaces for all of the units, the parking demand on the site is very low. The parking analysis that was prepared by a consultant concluded that only two spaces were occupied at most throughout the day. Despite the subject unit being vacant during the observation period, the analysis concluded that the demand for parking for the proposed business would still be adequate for the entire site. The proposed use only requires one (1) more additional parking than the previous office use. There is also ample street parking that is available on the surrounding streets adjacent to this site. The site has more than sufficient parking to accommodate the new use and the existing businesses on the site. The proposed business hours will be limited to 10:00 a.m. to 6:00 p.m., Monday through Friday, as those were the hours observed under the parking analysis and will be similar to the hours of operation of the other businesses on site. Therefore, approval of this Modification to maintain the eight parking spaces in lieu of 18 spaces will prevent an unreasonable hardship in meeting the required parking despite a low parking demand and will not result in an impact to the adjacent commercial properties or adjacent streets, as it has not since the building was developed in 1953.

ENVIRONMENTAL IMPACT

It has been determined that the project qualifies as a Class 1 and Class 5 Categorical Exemption per the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301(a) of the CEQA Guidelines for the use of an existing facility and Section 15305 for a minor alteration in land use limitations (refer to Attachment No. 4).

PUBLIC COMMENTS/NOTICE

Public hearing notices for this item were mailed to the owners of those properties that are located within 300 feet of the subject property and published in the *Arcadia Weekly* on March 30, 2023. As of April 6, 2023, staff did not receive any public comments on this project.

RECOMMENDATION

It is recommended that the Planning Commission adopt Resolution No. 2124 approving Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01 to allow massage services and reduce the required parking by one space and find that the project is Categorical Exempt under the California Environmental Quality Act (CEQA), subject to the following conditions of approval:

1. The use approved by Conditional Use Permit No. CUP 22-12 and Planning Commission Modification No. PC AM 23-01 shall be limited to a business providing massage services and beauty services, such as facials and body slimming treatments. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 22-12 and PC AM 23-01, and shall be subject to periodic inspections, after which the conditions of this Conditional Use Permit may be adjusted after due notice to address any adverse impacts to the adjacent streets, rights-of-way, and/or the neighboring businesses and properties.
2. The business shall be limited to two (2) private treatment rooms with a maximum of one customer in each room. All services shall be provided in a fully enclosed room. Masseuses or massage therapists must be a licensed by the State and comply with all the regulations of the Massage Ordinance in the City's Municipal Code. Beds, floor mattresses, table showers, and waterbeds are not permitted.
3. The plans submitted for Building plan check shall comply with the latest adopted edition of the Building and Fire codes as applicable:
 - a. California Building Code
 - b. California Electrical Code
 - c. California Mechanical Code
 - d. California Plumbing Code

- e. California Energy Code
 - f. California Fire Code
 - g. California Green Building Standards Code
 - h. California Existing Building Code
 - i. Arcadia Municipal Code
4. All City requirements regarding disabled access and facilities, occupancy limits, building safety, health code compliance, emergency equipment, environmental regulation compliance, and parking and site design shall be complied with by the Property Owner/Applicant to the satisfaction of the Building Official, City Engineer, Planning & Community Development Administrator, Fire Marshall, and Public Works Services Director, or their respective designees. Improvements to the existing facility may be subject to building permits after having fully detailed plans submitted for plan check review and approval by the aforementioned City officials.
 5. Noncompliance with the plans, provisions and conditions of approval for CUP 22-12 and PC AM 23-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in termination of this business.
 6. To the maximum extent permitted by law, Applicant must defend, indemnify, and hold the City, any departments, agencies, divisions, boards, and/or commissions of the City, and its elected officials, officers, contractors serving as City officials, agents, employees, and attorneys of the City ("Indemnitees") harmless from liability for damages and/or claims, actions, or proceedings for damages for personal injuries, including death, and claims for property damage, and with respect to all other actions and liabilities for damages caused or alleged to have been caused by reason of the Applicant's activities in connection with CUP 22-12 and PC AM 23-01 ("Project") on the Project site, and which may arise from the direct or indirect operations of the Applicant or those of the Applicant's contractors, agents, tenants, employees or any other persons acting on Applicant's behalf, which relate to the development and/or construction of the Project. This indemnity provision applies to all damages and claims, actions, or proceedings for damages, as described above, regardless of whether the City prepared, supplied, or approved the plans, specifications, or other documents for the Project.

In the event of any legal action challenging the validity, applicability, or interpretation of any provision of this approval, or any other supporting document relating to the Project, the City will notify the Applicant of the claim, action, or proceedings and will cooperate in the defense of the matter. The Applicant must indemnify, defend and hold harmless the Indemnitees, and each of them, with respect to all liability, costs and expenses incurred by, and/or awarded against, the City or any of the Indemnitees in relation to such action. Within 15 days' notice from the City of any such action, the Applicant shall provide to the City a cash deposit to cover legal fees, costs, and expenses incurred by City in connection with defense of any legal action in an initial amount to be reasonably determined by the City Attorney. The City may draw funds from the deposit for such fees, costs, and

expenses. Within 5 business days of each and every notice from City that the deposit has fallen below the initial amount, Applicant shall replenish the deposit each and every time in order for City's legal team to continue working on the matter. The City shall only refund to the Developer any unexpended funds from the deposit within 30 days of: (i) a final, non-appealable decision by a court of competent jurisdiction resolving the legal action; or (ii) full and complete settlement of legal action. The City shall have the right to select legal counsel of its choice. The parties hereby agree to cooperate in defending such action. The City will not voluntarily assist in any such third-party challenge(s). In consideration for approval of the Project, this condition shall remain in effect if the entitlement(s) related to this Project is rescinded or revoked, at the request of the Applicant or not.

7. Approval of CUP 22-12 and PC AM 23-01 shall not be in effect unless the Property Owner and Applicant have executed and filed the Acceptance Form with the City on or before 30 calendar days after the Planning Commission has adopted the Resolution. The Acceptance Form to the Development Services Department is to indicate awareness and acceptance of the conditions of approval.

PLANNING COMMISSION ACTION

Approval

If the Planning Commission intends to approve this proposal, the Commission should approve a motion to approve Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01, stating that the proposal satisfies the requisite findings, and adopting the attached Resolution No. 2124 that incorporates the requisite environmental and Conditional Use Permit findings and the conditions of approval as presented in this staff report, or as modified by the Commission.

Denial

If the Planning Commission intends to deny this proposal, the Commission should approve a motion to deny Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01, stating that the finding(s) of the proposal does not satisfy with reasons based on the record, and direct staff to prepare a resolution for adoption at the next meeting that incorporates the Commission's decision and specific findings.

If any Planning Commissioner or other interested party has any questions or comments regarding this matter prior to the April 11, 2023 hearing, please contact Associate Planner, Edwin Arreola, at 626-821-4334, or by email at earreola@ArcadiaCA.gov.

Approved:



Lisa L. Flores

Deputy Development Services Director

Attachment No. 1: Resolution No. 2124

Attachment No. 2: Aerial Photo and Zoning Information and Photos of the Subject Property

Attachment No. 3: Site Plan and Floor Plan

Attachment No. 4: Parking Analysis

Attachment No. 5: Preliminary Exemption Assessment

Attachment No. 1

Resolution No. 2124

RESOLUTION NO. 2124

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. CUP 22-12 AND PLANNING COMMISSION ADMINISTRATIVE MODIFICATION NO. PC AM 23-01 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) TO ALLOW A NEW MASSAGE BUSINESS AND A PARKING MODIFICATION AT 51 E. FOOTHILL BOULEVARD

WHEREAS, on October 14, 2022 and February 28, 2023, applications for Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01 were filed, respectively, by the business owner, Michelle Wu (“Applicant”), to allow the operation of a new massage business (dba: Ann Karen Wellness) and a parking modification to maintain eight (8) parking spaces in lieu of 18 required parking spaces for all the uses within the multi-tenant building located at 51 E. Foothill Boulevard (“Project”); and

WHEREAS, on March 29, 2023, Planning Services completed an environmental assessment for the Project in accordance with the California Environmental Quality Act (“CEQA”) and recommends that the Planning Commission determine that the Project is exempt under CEQA per Section 15301(a) of the CEQA Guidelines pertaining to the use of an existing facility, and Section 15305 of the CEQA Guidelines for a minor alteration to land use limitations; and

WHEREAS, on April 11, 2023, a duly-noticed public hearing was held before the Planning Commission on said Project, at which time all interested persons were given full opportunity to be heard and to present evidence.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The factual data submitted by the Community Development Division in the staff report dated April 11, 2023, are true and correct.

SECTION 2. This Commission finds that based upon the entire record, pursuant to Sections 9107.09.050 and 9107.05.050 of the Arcadia Development Code, all of the following findings can be made:

Conditional Use Permit

1. The proposed use is consistent with the General Plan and any applicable specific plan; and is allowed within the applicable zone, subject to the granting of a Conditional Use Permit, and comply with all other applicable provisions of the Development Code and the Municipal Code.

FACT: The Project is consistent with the Commercial land use designation of the site. The Commercial land use designation is intended to permit a wide-range of commercial uses that serve citywide markets. Approval of a massage business is a service that is typically or often found in commercial zoned property, and it is consistent with the Commercial land use designation of the site. The site is zoned General Commercial (C-G) and Arcadia Development Code Section 9102.03.020, Table 2-8, allows personal restricted services, such as the proposed use, in the C-G zone subject to the review and approval of a Conditional Use Permit. The Project operations and improvements will comply with the Massage Therapist regulations as set forth in the Arcadia Municipal Code. Therefore, the Project will not adversely affect the comprehensive General Plan, is in compliance with all applicable provisions of the Arcadia Development Code and the Arcadia Municipal Code, and is consistent with the following General Plan policy:

Land Use and Community Design Element

- Policy LU-6.7: Encourage a balanced distribution of commercial development throughout the City, ensuring that neighborhoods and districts have adequate access to local-serving commercial uses.

2. The design, location, size, and operating characteristics of the proposed activity will be compatible with the existing and future land uses in the vicinity.

FACT: The Project will occupy a 1,350 square foot commercial unit within the existing three-unit building. The existing unit will be able to handle the expected demand from this Project as it will function on an appointment only basis and it will only have two private treatment rooms. Thus, only two customers will be serviced at a time. The Project is in compliance with all the applicable development standards and land use regulations of the C-G zone and will have adequate parking to serve the Project, as more fully set forth in Section 5 below. The Project is compatible and not detrimental to the other existing retail and commercial businesses located on site and along E. Foothill Boulevard. Therefore, the Project is compatible with the existing and future land uses in the vicinity.

3. The site is physically suitable in terms of:

a. Its design, location, shape, size, and operating characteristics of the proposed use in order to accommodate the use, site improvements, loading, and parking;

FACT: The site is physically suitable and adequately developed for the Project because the property is an improved site with an existing commercial building. The 1,350 square foot commercial unit has multiple rooms adequate in size to carry out the services proposed by the Project. The Project will not require any additional site improvements or construction. There is sufficient parking available for the Project within the parking lot at

the rear of the site and on the surrounding streets. The Project will limit the number of customers to three (3) customers, one in each of the private treatment rooms, and one customer within the waiting area. Therefore, the operating characteristics of the unit shall be suitable for the Project.

b. Streets and highways adequate in width and pavement type to accommodate public and emergency vehicle (e.g., fire and medical) access;

FACT: The property is located on the north side of E. Foothill Boulevard. Foothill Boulevard is adequate in width and pavement type to carry the traffic generated by the Project and emergency vehicles. Therefore, the Project will not impact these rights-of-way.

c. Public protection services (e.g., fire protection, police protection, etc.); and

FACT: The Fire and Police Department have reviewed the application and determined that no additional improvements are needed to provide adequate protection services to the subject site.

d. The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.).

FACT: The change in use will not require any new plumbing fixtures or new improvements; and the existing utilities and infrastructure will continue to adequately service the site.

4. The measure of site suitability shall be required to ensure that the type, density, and intensity of use being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.

FACT: The Project is in compliance with the Arcadia Development Code standards. The Project will not be detrimental to the public health or welfare of the surrounding properties, as the use is complementary to the mixture of other commercial businesses along Foothill Boulevard including the adjacent accounting office and beauty salon. Also, the site is located along Foothill Boulevard which is a commercial corridor that has a mix of businesses that serve the surrounding communities. The subject site has adequate parking, and it will not adversely affect access or cause inconvenience to surrounding businesses or properties. The small size and nature of the Project will be contained on the existing site, will not require any exterior construction, and will not negatively affect the subject site or any surrounding properties. Additionally, the City conducts periodic inspections of massage businesses to ensure that all City regulations are being met so that massage businesses do not pose a nuisance.

Minor Administrative Modification

5. At least one of the following findings can be made:
 - a. Secure an appropriate improvement of a lot;
 - b. Prevent an unreasonable hardship; or
 - c. Promote uniformity of development.

FACT: Although the site is parked at a legal non-conforming rate with a total of eight (8) standard parking stalls and deficient based on the required number of parking of 18 spaces for all of the units, the parking demand on the site is very low. The parking analysis that was prepared by a consultant concluded that only two spaces were occupied at most throughout the day. Despite the subject unit being vacant during the observation period, the analysis concluded that the demand for parking for the proposed business would still

be adequate for the entire site. The proposed use only requires one (1) more additional parking than the previous office use. There is also ample street parking that is available on the surrounding streets adjacent to this site. The site has more than sufficient parking to accommodate the new use and the existing businesses on the site. The proposed business hours will be limited to 10:00 a.m. to 6:00 p.m., Monday through Friday, as those were the hours observed under the parking analysis and will be similar to the hours of operation of the other businesses on site. Therefore, approval of this Modification to maintain the eight parking spaces in lieu of 18 spaces will prevent an unreasonable hardship in meeting the required parking despite a low parking demand and will not result in an impact to the adjacent commercial properties or adjacent streets, as it has not since the building was developed in 1953.

SECTION 3. Pursuant to the provisions of the California Environmental Quality Act ("CEQA"), this Project is subject to a Class 1 and Class 5 Categorical Exemption pursuant to Section 15301(a) of the CEQA Guidelines pertaining to the use of an existing facility and Section 15305 of the CEQA Guidelines for a minor alteration to land use limitations.

SECTION 4. For the foregoing reasons the Planning Commission determines that the Project is Categorically Exempt under the California Environmental Quality Act ("CEQA") Section 15301(a), Class 1, and Section 15305, Class 5, and approves Conditional Use Permit No. CUP 22-12 and Minor Administrative Modification No. MINOR AM 23-05 to allow massage services and a parking modification to reduce the number of required parking by one space for a new business located at 51 E. Foothill Boulevard, subject to the conditions of approval attached hereto.

SECTION 5. The Secretary shall certify to the adoption of this Resolution.


Passed, approved and adopted this 11th day of April, 2023.

Brad Thompson
Chair, Planning Commission

ATTEST:

Lisa L. Flores
Secretary

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

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RESOLUTION NO. 2124

Conditions of Approval

1. The use approved by Conditional Use Permit No. CUP 22-12 and Planning Commission Modification No. PC AM 23-01 shall be limited to a business providing massage services and beauty services, such as facials and body slimming treatments. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 22-12 and PC AM 23-01, and shall be subject to periodic inspections, after which the conditions of this Conditional Use Permit may be adjusted after due notice to address any adverse impacts to the adjacent streets, rights-of-way, and/or the neighboring businesses and properties.
2. The business shall be limited to two (2) private treatment rooms with a maximum of one customer in each room. All services shall be provided in a fully enclosed room. Masseuses or massage therapists must be a licensed by the State and comply with all the regulations of the Massage Ordinance in the City's Municipal Code. Beds, floor mattresses, table showers, and waterbeds are not permitted.
3. The plans submitted for Building plan check shall comply with the latest adopted edition of the Building and Fire codes as applicable:
 - a. California Building Code
 - b. California Electrical Code
 - c. California Mechanical Code
 - d. California Plumbing Code
 - e. California Energy Code
 - f. California Fire Code
 - g. California Green Building Standards Code
 - h. California Existing Building Code
 - i. Arcadia Municipal Code
4. All City requirements regarding disabled access and facilities, occupancy limits, building safety, health code compliance, emergency equipment, environmental regulation compliance, and parking and site design shall be complied with by the Property Owner/Applicant to the satisfaction of the Building Official, City Engineer, Planning & Community Development Administrator, Fire Marshall, and Public Works Services Director, or their respective designees. Improvements to the existing facility may be subject to building permits after having fully detailed plans submitted for plan check review and approval by the aforementioned City officials.
5. Noncompliance with the plans, provisions and conditions of approval for CUP 22-12 and PC AM 23-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in termination of this business.

6. To the maximum extent permitted by law, Applicant must defend, indemnify, and hold the City, any departments, agencies, divisions, boards, and/or commissions of the City, and its elected officials, officers, contractors serving as City officials, agents, employees, and attorneys of the City (“Indemnitees”) harmless from liability for damages and/or claims, actions, or proceedings for damages for personal injuries, including death, and claims for property damage, and with respect to all other actions and liabilities for damages caused or alleged to have been caused by reason of the Applicant’s activities in connection with CUP 22-12 and PC AM 23-01 (“Project”) on the Project site, and which may arise from the direct or indirect operations of the Applicant or those of the Applicant’s contractors, agents, tenants, employees or any other persons acting on Applicant’s behalf, which relate to the development and/or construction of the Project. This indemnity provision applies to all damages and claims, actions, or proceedings for damages, as described above, regardless of whether the City prepared, supplied, or approved the plans, specifications, or other documents for the Project.

In the event of any legal action challenging the validity, applicability, or interpretation of any provision of this approval, or any other supporting document relating to the Project, the City will notify the Applicant of the claim, action, or proceedings and will cooperate in the defense of the matter. The Applicant must indemnify, defend and hold harmless the Indemnitees, and each of them, with respect to all liability, costs and expenses incurred by, and/or awarded against, the City or any of the Indemnitees in relation to such action. Within 15 days’ notice from the City of any such action, the Applicant shall provide to the City a cash deposit to cover legal fees, costs, and expenses incurred by City in connection with defense of any legal action in an initial amount to be reasonably determined by the City Attorney. The City may draw funds from the deposit for such fees, costs, and expenses. Within 5 business days of each and every notice from City that the deposit has fallen below the initial amount, Applicant shall replenish the deposit each and every time in order for City’s legal team to continue working on the matter. The City shall only refund to the Developer any unexpended funds from the deposit within 30 days of: (i) a final, non-appealable decision by a court of competent jurisdiction resolving the legal action; or (ii) full and complete settlement of legal action. The City shall have the right to select legal counsel of its choice. The parties hereby agree to cooperate in defending such action. The City will not voluntarily assist in any such third-party challenge(s). In consideration for approval of the Project, this condition shall remain in effect if the entitlement(s) related to this Project is rescinded or revoked, at the request of the Applicant or not.

7. Approval of CUP 22-12 and PC AM 23-01 shall not be in effect unless the Property Owner and Applicant have executed and filed the Acceptance Form with the City on or before 30 calendar days after the Planning Commission has adopted the Resolution. The Acceptance Form to the Development Services Department is to indicate awareness and acceptance of the conditions of approval.

Attachment No. 2

Aerial Photo and Zoning Information and
Photos of the Subject Property

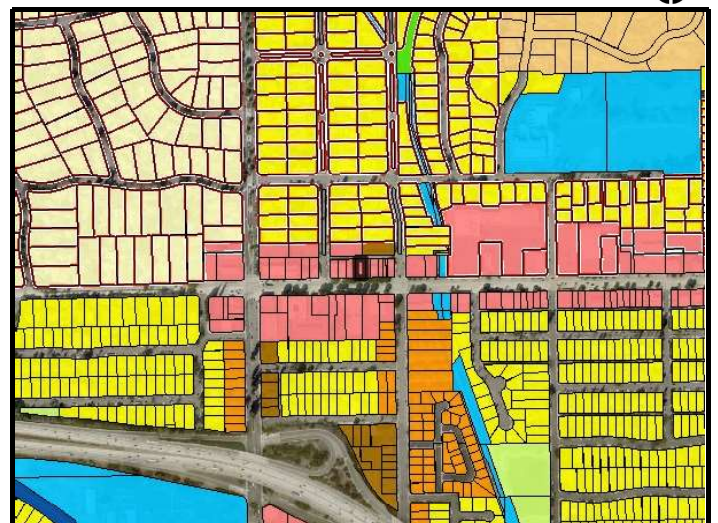
Site Address: 49 E FOOTHILL BLVD

Property Owner(s): Property Owner



Property Characteristics	
Zoning:	C-G
General Plan:	C
Lot Area (sq ft):	
Main Structure / Unit (sq. ft.):	3,680
Year Built:	1953
Number of Units:	0
Overlays	
Architectural Design Overlay:	N/A
Downtown Overlay:	N/A
Downtown Parking Overlay:	N/A
Parking Overlay:	N/A
Racetrack Event Overlay:	N/A
Residential Flex Overlay:	N/A
Special Height Overlay:	N/A

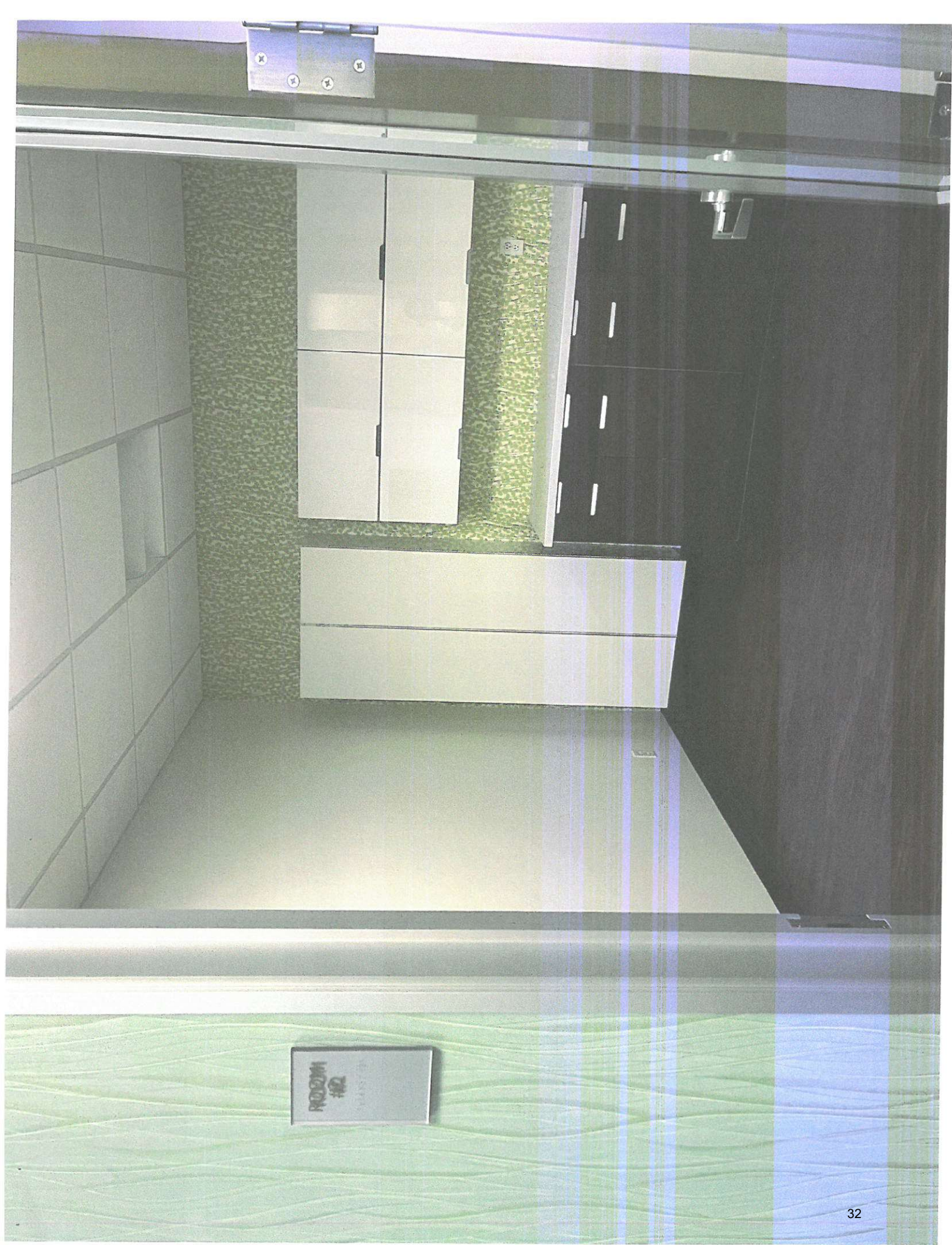
Selected parcel highlighted

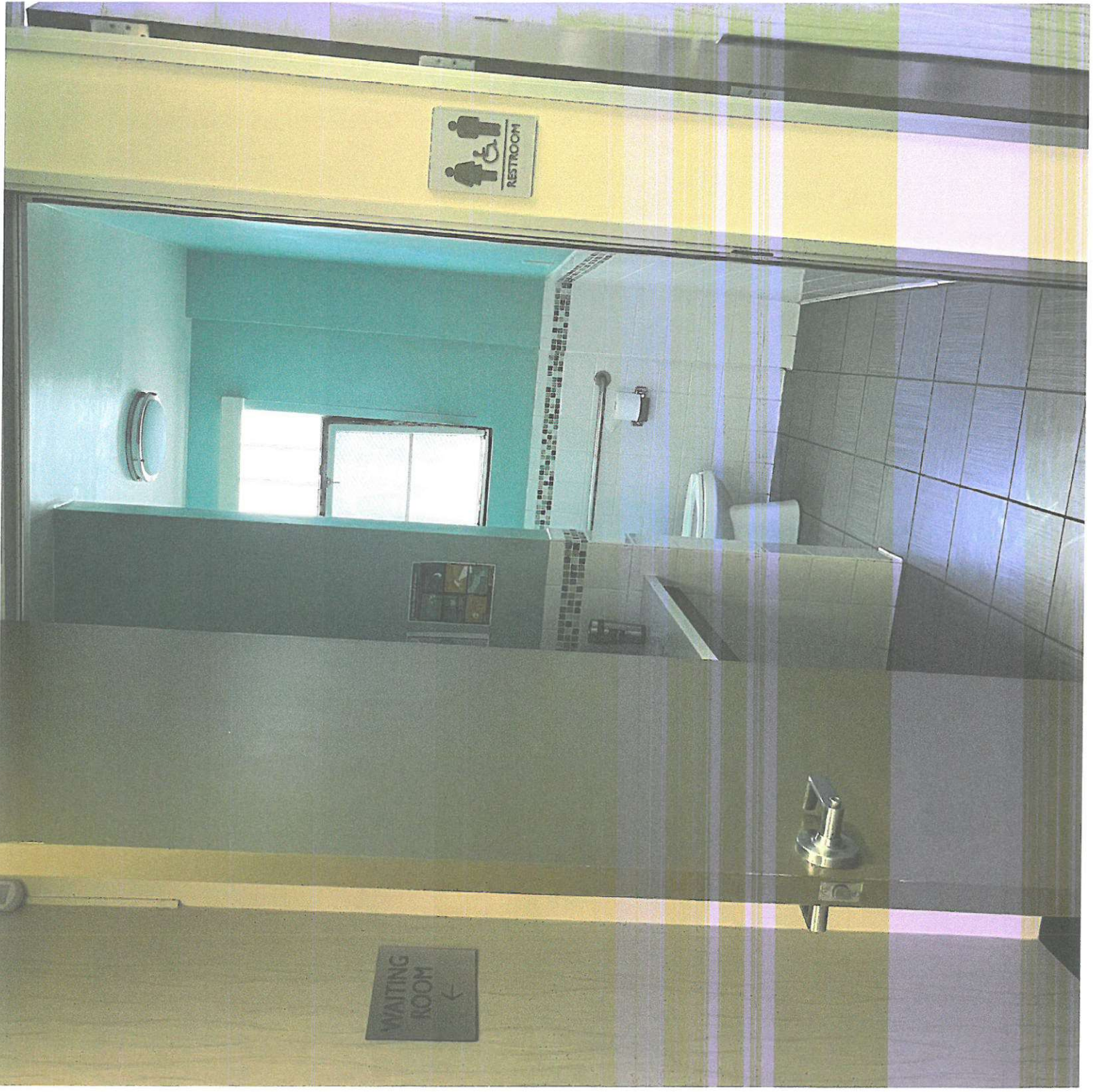


Parcel location within City of Arcadia

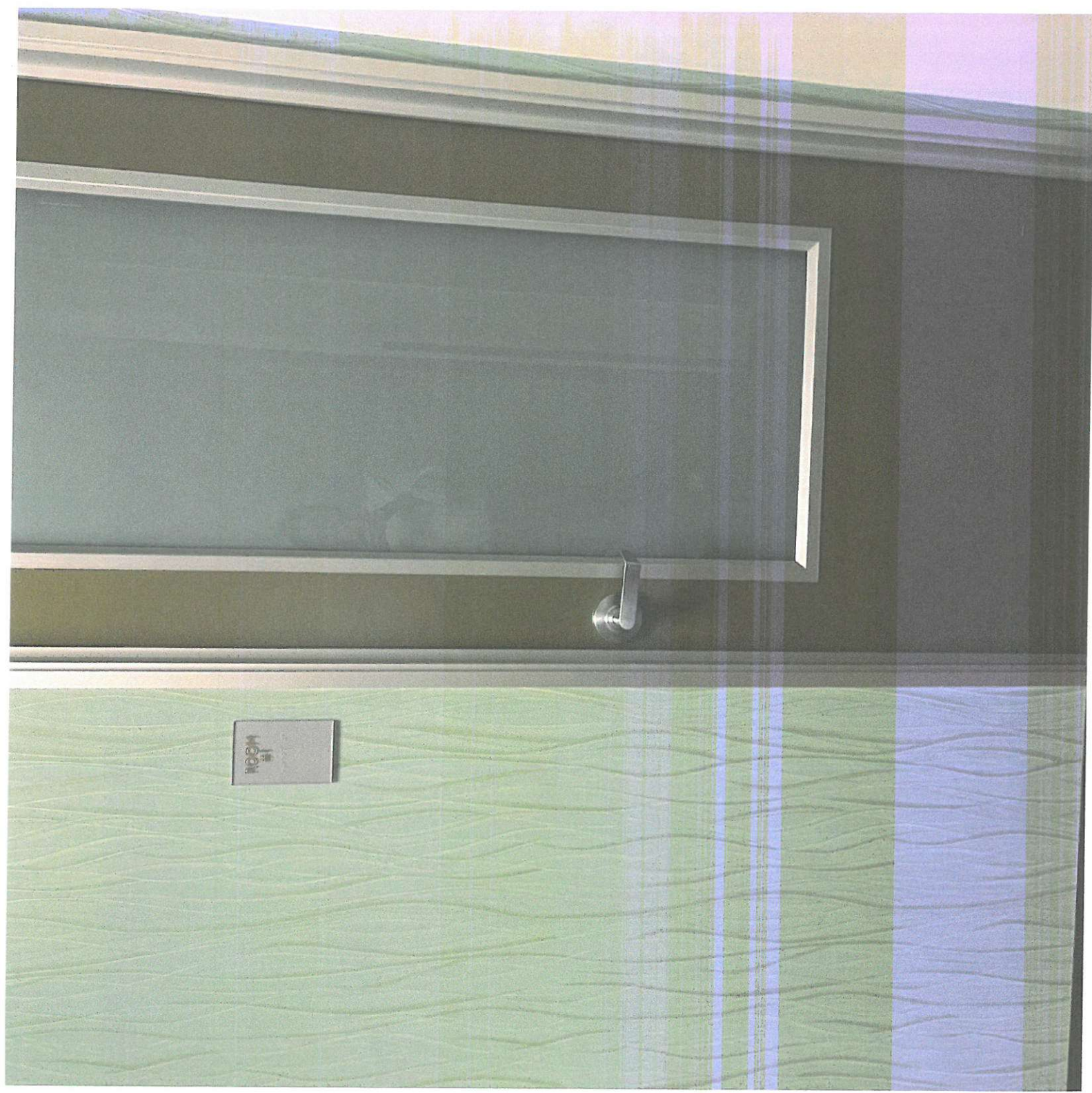












51

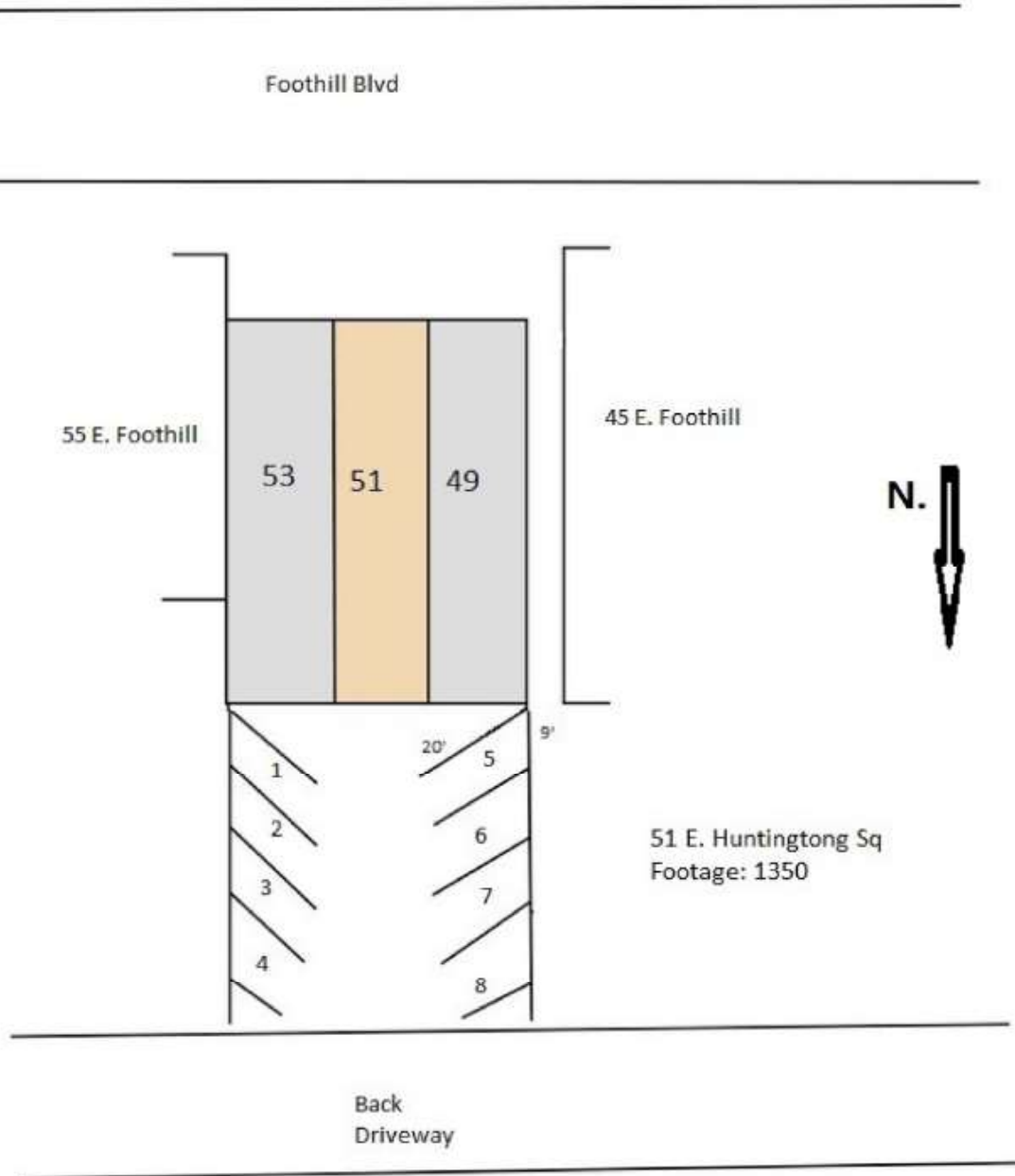


Attachment No. 3

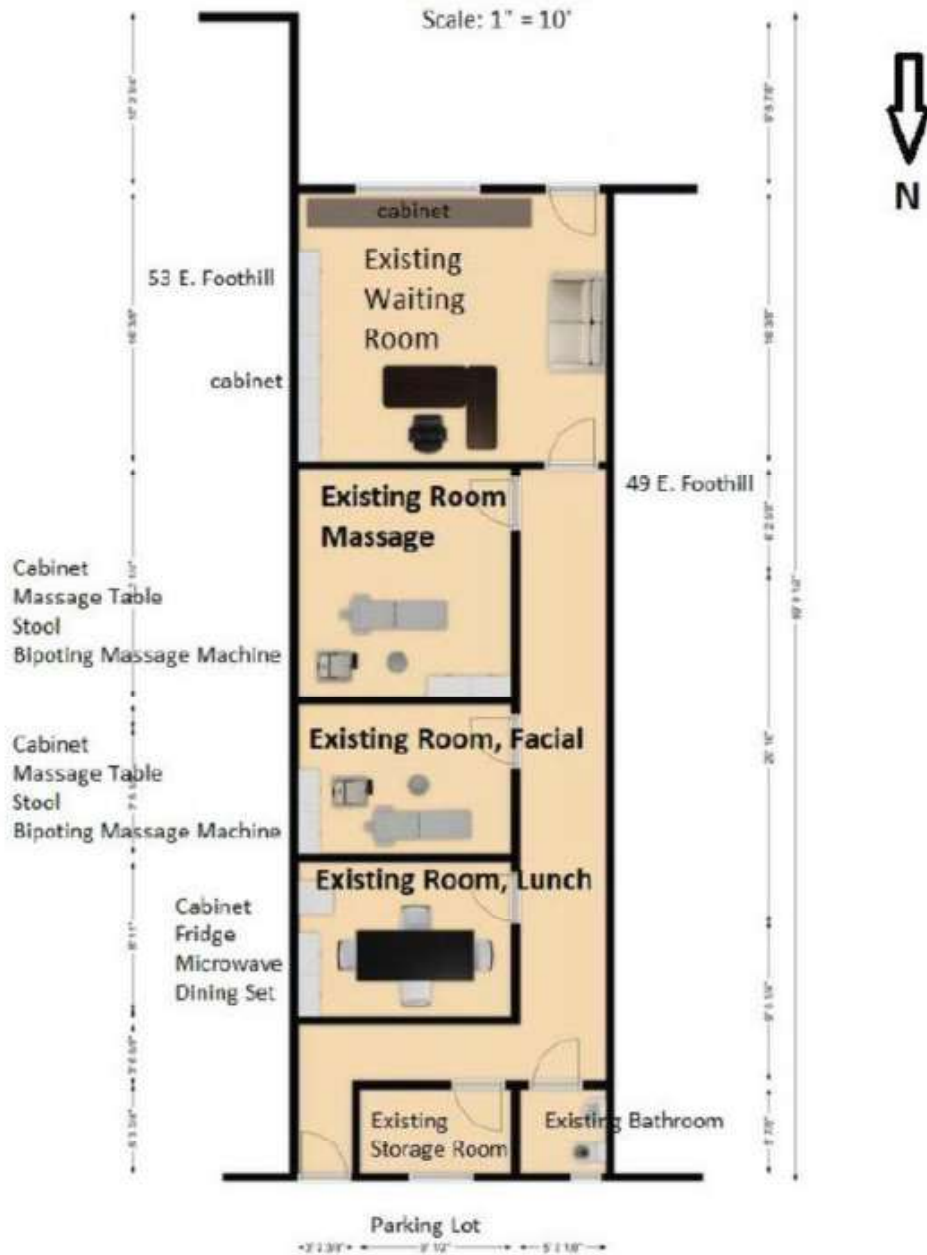
Site Plan and Floor Plan

SITE PLAN

Scale: 1" = 26.7'



FLOOR PLAN



Total Sq Ft: 1350

Attachment No. 4

Parking Analysis

More Services

February 2023

City of Arcadia Parking Analysis For:

Ann Karen Wellness
51 E. Foothill Blvd
Arcadia, California



Prepared for the City of Arcadia
By More Services

12106 Lambert Ave., El Monte, CA 91732 Tel (626) 350-5944, Fax (626) 350-1532
moreservices@sbcglobal.net

**PARKING STUDY FOR
51 E. Foothill Blvd.**

Prepared for:

City of Arcadia

Solicited by:

Ann Karen Wellness
Michelle Wu

Prepared By:

More Services
Joe Moreno
12106 Lambert Ave.
El Monte, CA. 91732
moreservices@sbcglobal.net

February 2023

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More Services

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Introduction

Study Purpose

The City of Arcadia Development Services Department – Planning Division has requested that a parking demand analysis (parking study) be completed for the proposed Ann Karen Wellness to address a parking deficiency at the site based on current standards of the Arcadia Municipal Code for the existing commercial development built in 1953 for the proposed wellness center at 51 E. Foothill Blvd. The parking analysis will be used to assist staff in their determination if the existing site can accommodate the wellness/massage center with the other site uses. The applicant, Ann Karen Wellness – Michelle Wu has been asked to have a study prepared performing daily parking counts for two days at 9am, 12pm, 3pm and 6pm during the hours and days that the applicant proposes to operate (Monday -Friday 10am-6pm). The count shall be of all vehicles parked in the parking lot of the site and also those parked on-street fronting the subject site for the block (Oakwood Dr. to Highland Oaks Dr). The parking demand analysis will be used to determine if the site can accommodate the use.

Goal: To provide site specific information of the existing conditions to assist in the assessment of the proposed application.

Introduction

Study Tasks

The primary objectives of this study are to:

- To provide general information of the area
- To assess the existing uses and parking needs
- To assess the existing parking conditions and inventory
- To provide conclusions based on the data

Study Focus

The focus of this study is for the proposed Ann Karen Wellness, located at 51 E. Foothill Blvd. in the City of Arcadia, California. The study will present any potential impact the proposed use will have at the site and surrounding community in relation to the parking needs and accommodations.

Included for review are the existing uses at the site by the tenant, the parking demand, the City of Arcadia's parking code ratios for the specific uses, the adjacent parcel uses and parking information. Comprehensive vehicle counts and analysis conducted over a span of two days at 9am, 12pm, 3pm and 6pm during operational business hours for the proposed use within a week (arbitrarily selected by More Services Mapping Inc). The survey should give insight into the site's ability to accommodate the proposed subject use.

Local Study Area

Description

The general area surrounding the subject site at 51 E. Foothill Blvd. is a mix of several General Commercial uses and is located north of the 210 Foothill Freeway in one of six of the City's Business Districts along Foothill Blvd, from Santa Anita Ave. to the City's eastern boundary. The subject site is situated on the north side of East Foothill Boulevard mid-block between Oakwood Dr. and Highland Oaks Dr. to the east of North Santa Anita Avenue. The site itself, is zoned as a General Commercial (GC) with a Commercial land use designation (per City of Arcadia General Plan 2010). The proposed Ann Karen Wellness will be located in a 1,350 square foot tenant space, which is part of an existing 3,680 square foot (one-parcel), developed site built in 1953. The building consists of three tenant spaces with a total building area of 3,680 square feet. The site has an onsite parking supply of eight parking spaces (including one accessible space). There are also approximately thirteen parking spaces in front of the subject site available for customer parking.

The site is located between North Santa Anita Avenue to the west and North 1st Ave./Highland Oaks Drive to the east. It is approximately one-half mile from Arcadia City Hall. To the immediate north of the site is a large residential area. To the south are more commercial and professional uses and residential beyond.

The subject site will maintain its existing character and features. The building is a one-story site with a paved parking lot to the rear of the building accessed from the adjacent alley way. The site is flat with no cultural, historic, or scenic aspects. The portion of East Foothill Blvd. fronting the site has been improved with curbs, gutters, sidewalks, and parkway trees with street parking.

Adjacent Land Uses

The nearest residential land uses to the subject site are to the north and south of East Foothill Blvd. This area is designated as an area of activity adjacent to the activity nodes in the city. These are places where "people congregate, socialize, and shop. They are also places where residents can leisurely stroll, participate in a recreational activity, or relax and experience the outdoors," (City of Arcadia General Plan, page 2-16). Adjacent uses to the proposed Ann Karen Wellness center include orthodontics, professional offices, several hair and nail salons, a florist, accounting offices and other mixed uses. The subject use is located on a 4-lane undivided roadway (painted double lined center divider) which serves as a major travel corridor within and through the City of Arcadia.

Local Study Area

To the east of the site is a bank, fast food restaurants, and other commercial and retail uses. To the immediate south are commercial, retail, and professional uses including law, medical, and dental offices as well as restaurants. To the north and south of the retail and commercial uses along East Foothill Blvd. are single and multi-family residential uses.

To the immediate west is an orthodontics office. All uses in the area have designated onsite parking for their particular use. Street parking is also available along East Foothill Boulevard at the subject site.

Adjacent to the proposed subject parcel, other tenants include a salon and an accounting office (See Exhibit 1 – Local Area).

Traffic and Circulation

The fronting street to the subject site is East Foothill Blvd. and it is designated as a primary arterial roadway in the city of Arcadia, by the General Plan (pg. 4-12). East Foothill Boulevard is a four-lane highway running east-west (at the subject site) and has been designated as a principal travel corridor in the city (pg. 4-6). It has a right of way ranging from 100 to 108 feet and a paved width of 84 feet. This portion of East Foothill Boulevard originates at its intersection of Mountain Ave. in the city of Monrovia and continues west through the city of Arcadia and continues west through the city of Pasadena. The proposed subject site can be accessed through the front on East Foothill Boulevard or through the rear parking lot. The parking lot can be accessed from alleyway off Oakwood Drive to the west or Highland Oaks Drive to the east. The drive accesses on Oakwood Drive and Highland Oaks Drive are the only entry points to the proposed subject site's parking supply and for all other adjacent parcels.

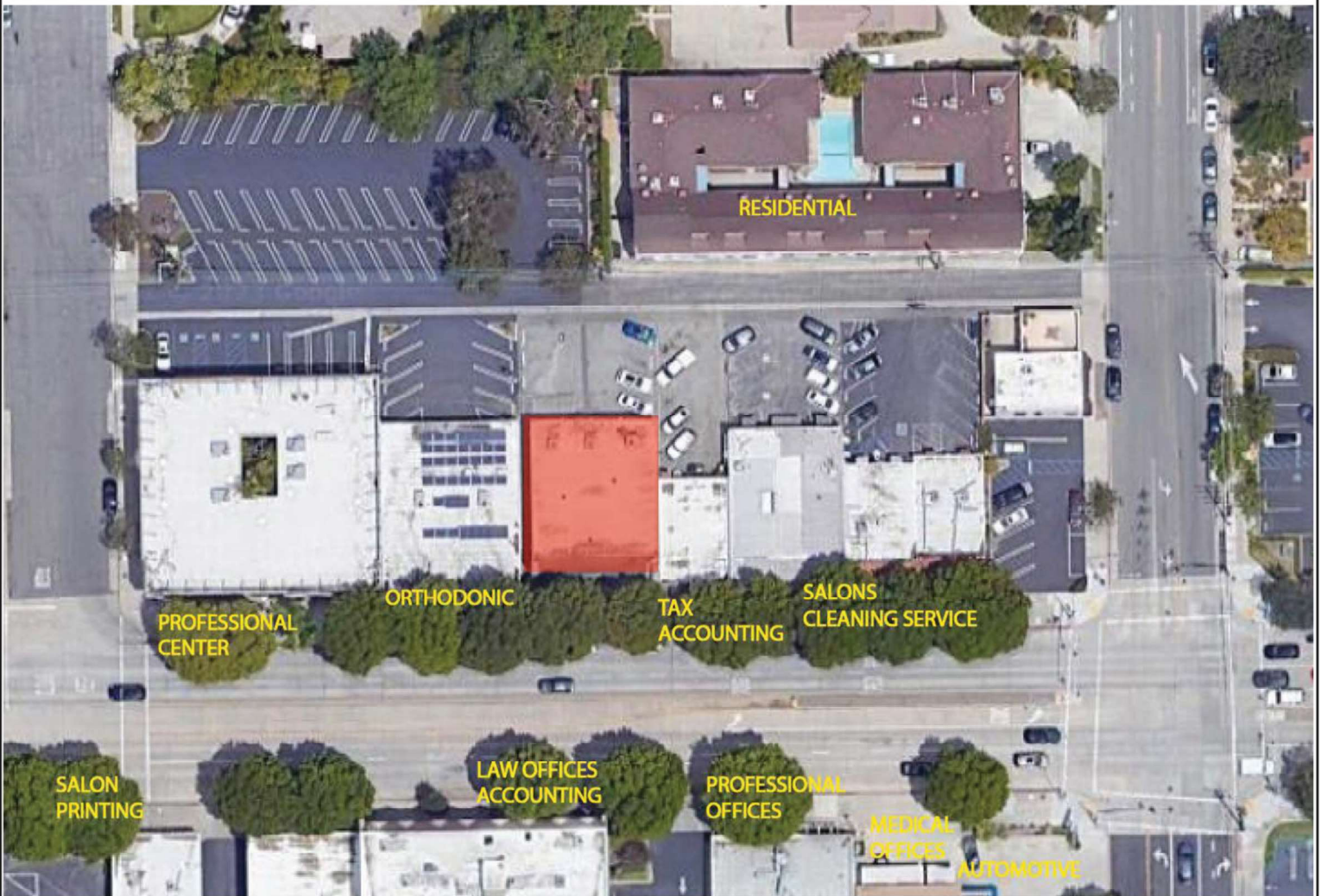
Nearby North Santa Anita Avenue links the surrounding community to the Foothill Freeway, which is a major transportation route connecting Arcadia to other neighboring cities including the city of Pasadena, Monrovia, and other adjacent cities.

Transportation

Most of the traffic on this street are commuters trying to access one of the several businesses located on this segment of the street. Additionally, this roadway may be traveled by residents of the nearby homes to the north or south of the subject site. It is also used by commuters traveling through the city as an alternative to nearby freeways.

More Services

LOCAL AREA



Local Study Area

PUBLIC TRANSPORTATION

The nearest public transit service provider to the subject site is operated by Arcadia Transit. Arcadia Transit serves the city of Arcadia, with three bus lines that run Monday - Sunday. Arcadia Transit operates the Red, Blue, and Green Line in approximately 40-minute intervals. The Red Line runs north south from Foothill Blvd to Las Tunas Drive. The Blue Line runs from Live Oak (westbound) to Huntington Drive. The Green Line runs from Downtown Arcadia to the Los Angeles Arboretum. There are additional east, west, north, and south bus stops surrounding the area, including two nearby Metro Transit routes, line 179 and 287. Foothill Transit also has two stops near the subject site, lines 187 and 270. Additionally, there is a Metro Gold Line light rail stop approximately one mile south of the subject site at the Arcadia station.

AUTOMOBILES

Automobile transportation is still the mode most utilized by commuters. With the emphasis on alternative transportation modes, the city's desire to plan for mixed use developments, and the price of fuel increasing, more commuters are finding alternate modes of transportation and are increasingly using the metro link train and light rail, ride sharing or the public transit bus system. Many commuters are also using the bicycle path lanes being implemented throughout the region. There are several bike lanes surrounding the area that commuters can take advantage of. Also, a new trend, where commuters use driver referral apps such as "Uber" and "Lyft" to secure transportation is becoming increasingly utilized.

BICYCLE AND WALKING

Many communities are turning to implement dedicated bike lanes to encourage and provide safe avenues of mobility for bicycle commuting. Another way communities are addressing the circulation issue is by creating mixed use developments to promote a connection between work and home and to provide local uses that enable individuals to walk to their destination. With nearby local recreational centers together with the nearby residential base, the potential exists for the area to become the model for the connection between home, recreation, and businesses. The City of Arcadia's General Plan addresses the existing relationship between business and residents and the need for the type of uses that provide the services that can be accessed readily without the use of vehicles.

Although the city of Arcadia has limited dedicated bicycle lanes meant solely for cyclists, the city encourages this form of transportation in the city. There are several Class II and III bike lanes in the immediate vicinity and there are also additional bike paths to the east and west of the site. Additionally, there is potential for a link to a Class I bike path along the flood control channels on the eastern border of the city linking to the Rio Hondo Bike Path (p. 4-22). There are paved sidewalks on alternating sides of East Foothill Blvd. to facilitate non-vehicular travel as well.

Site Study Area

Subject Parcel

The subject parcel is a fully developed one story building. It is bounded to the south by other commercial retail as well as residential uses – as well as some professional offices to the west. To the east and west are more commercial retail uses. To the north are more residential uses.

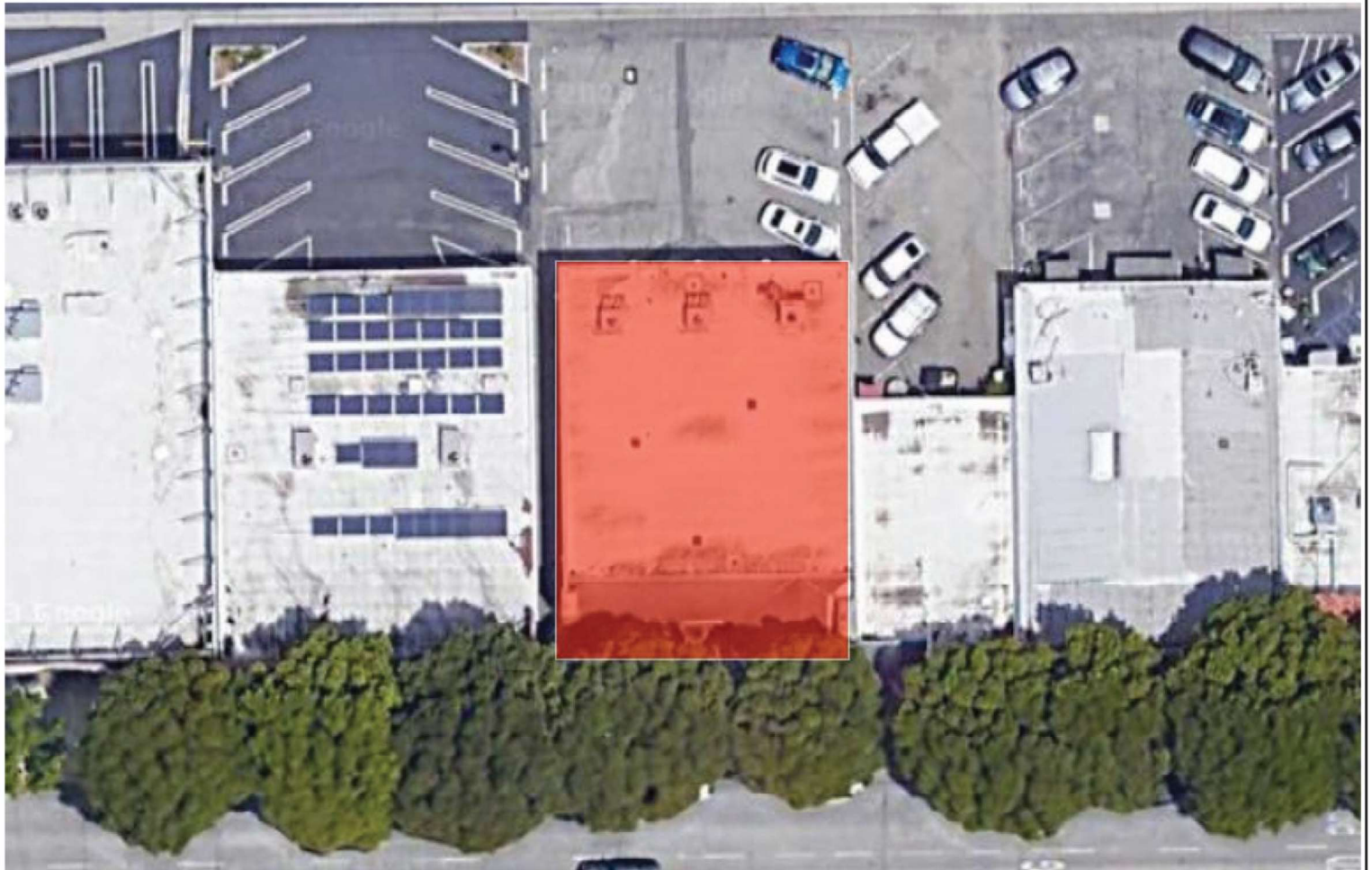
The parcel is approximately 60 feet by 119 feet. The total lot area of the parcel is 7,031 sq. ft. (0.16 acres) with a total building area of 3,680 sq. ft. There is one building on the parcel which consists of three units. (See Exhibit 2 – Subject Unit)

The subject parcel has one drive approach to the rear of the site which allows access for all the visitors to the tenants located in the subject site. Visitors may also park in front of the site and access the tenants from the front of the building. (See Exhibit 3 – Parcel Map)

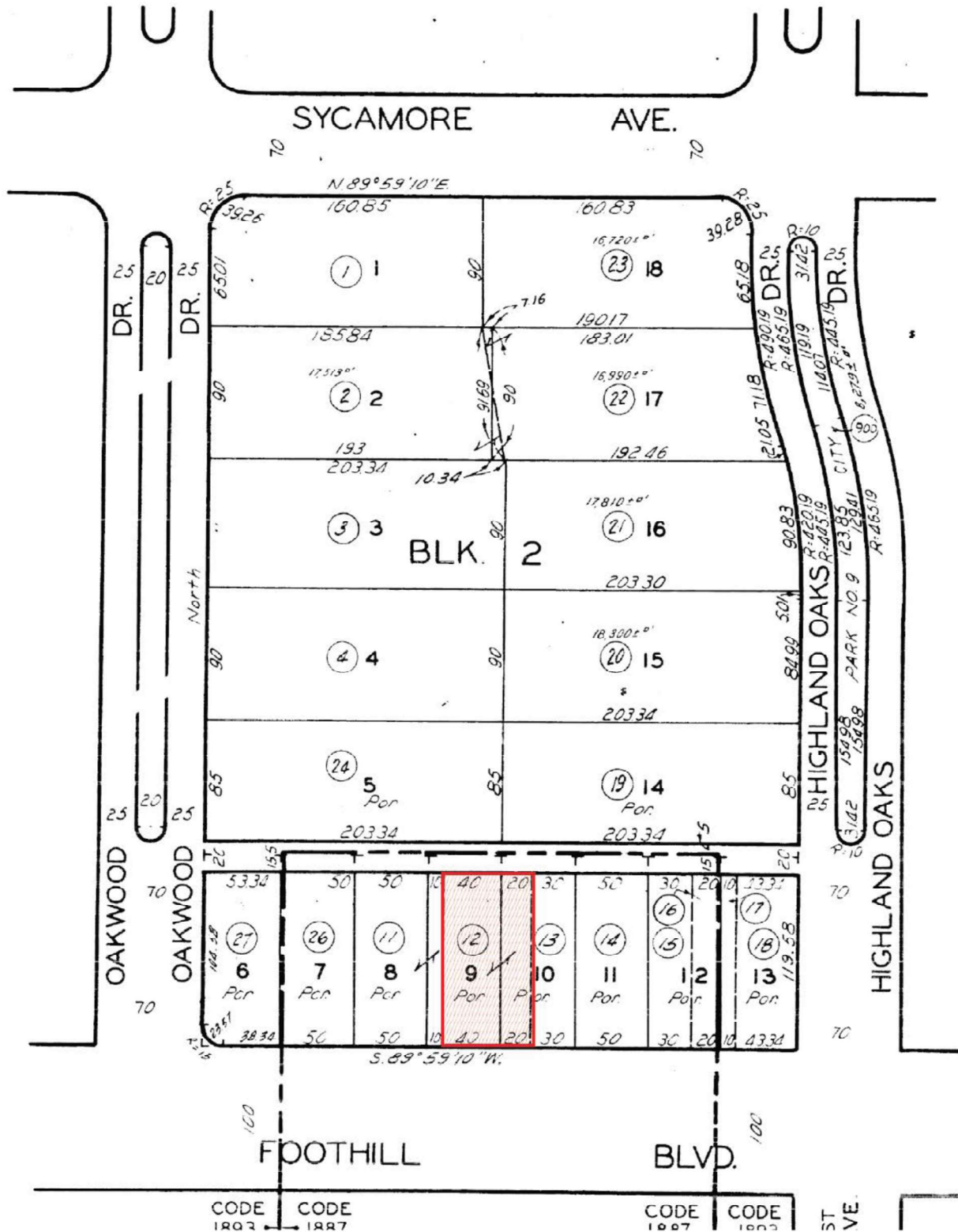
Uses

The subject parcel is owned by Abacus Investment LLC and has several units – the proposed Ann Karen Wellness center being one. The proposed Ann Karen Wellness will be a shop that offers wellness and massage services. It offers a unique environment for patrons to relax and enjoy a peaceful environment to improve their health and vitality. (See Table 1 for the uses and areas of the adjacent parcels)

SUBJECT SITE



PARCEL MAP



29

356-15

CODE 1987 CODE 1982

CODE 1987 CODE 1982

ST VE.

ADJACENT SHOPPING CENTER USES

TABLE 1

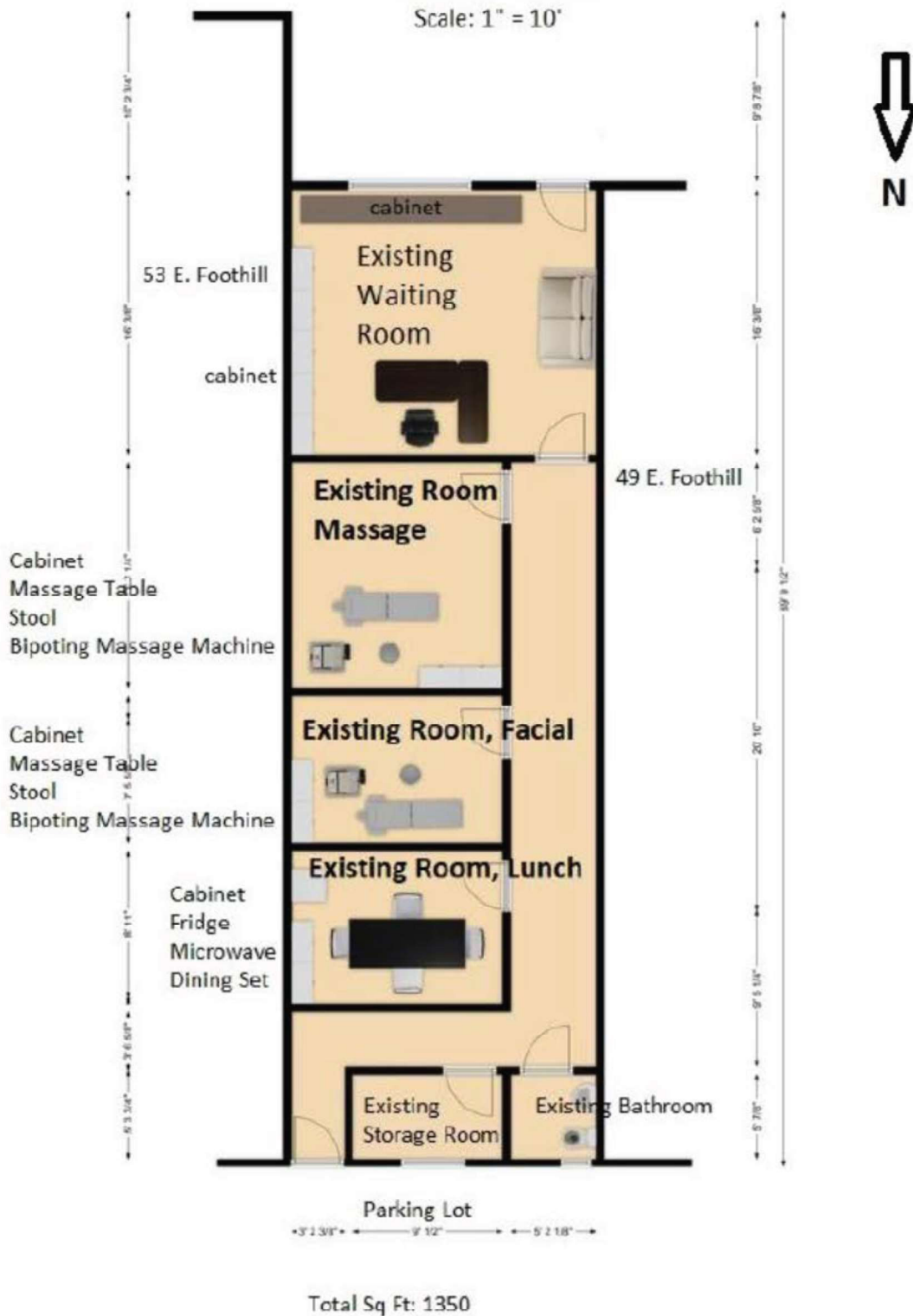
BUILDING ADDRESS	SUITE	TENNANT	BLDG AREA	HOURS OF OPERATION	USE
49		ABACUS ACCOUNTANCY CORPORATION	930	M-F 9 AM – 5 PM	ACCOUNTANT/TAX SERVICES
51		PROPOSED ANN KAREN WELLNESS	1350	M-F 10 AM – 6 PM	PROPOSED WELLNESS/MASSAGE CENTER
53		SNIP HAIR SALON	1400	T-S 10 AM – 6 PM	HAIR SALON

Ann Karen Wellness

The proposed Ann Karen Wellness center would occupy the space at 51 East Foothill Blvd. in the city of Arcadia. Proposed operating hours will be 10:00 AM - 6:00 PM Monday - Friday. Typical business operations consist of massage and other wellness services performed for clients who make appointments with the business. Most appointments last between one to two hours. Typically, there will be between 2-3 appointments per day. The space is comprised of two wellness rooms, a waiting room, an equipment storage room, a break room, and a restroom (see Exhibit 4 -Floor Plan). There is 1 staff member present onsite at all times. The employee/owner coordinates appointments and performs wellness services for clients.

The wellness center only provides services by appointment and does not offer walk-in services. Group/private events will also be reserved as requested. Ann Karen Wellness center’s purpose is to provide a safe and convenient location for clients to receive services to improve their health and vitality and decrease stress.

FLOOR PLAN



Subject Site Existing Parking Conditions

Site Land Use/Parking Inventory

The subject parcel contains 1 building totaling 3,680 sq. ft. on a 0.16 -acre (7,031 sq. ft.) lot. The proposed use for one tenant space is a wellness/massage center (See Exhibit 5 – Site Plan)

The parking inventory included in this study consists of all the private commercial parking on the subject site, overview of adjacent private commercial inventories, and any public parking within the adjacent area.

The parking inventory does not include on-street parking, although street parking was monitored and recorded for informational purposes.

Parking Inventory

The existing site has two points of access for the businesses from the adjacent alley way. Patrons can park on East Foothill Boulevard and enter the site from the front entrances. They can also enter through the rear via the parking lot. The parking area is well maintained with asphalt paving and drainage. The parking lot can be accessed from Oakwood Drive or Highland Oaks Drive.

PRIVATE PARKING

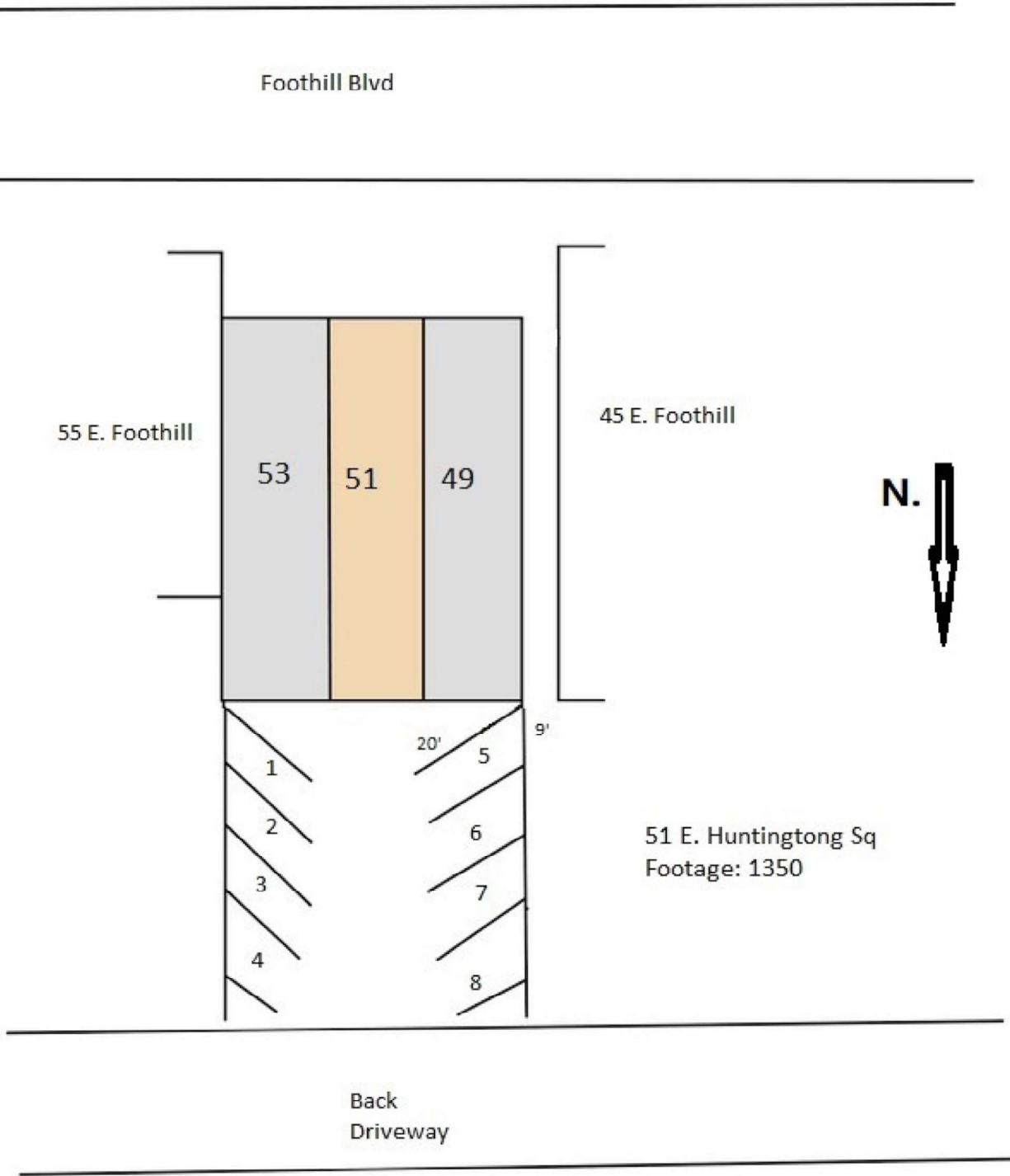
There are a total of eight off-street, private parking spaces for this parcel. The parking supply is located to the rear of the subject site and the other adjacent sites. Of the eight allocated parking spots, one of the spaces is a designated ADA space, with the rest classified as standard spaces. Many of the existing developed sites were built many years ago under lesser development codes.

PUBLIC PARKING

Public parking is limited in this area due to the lack of off-street public parking facilities in the area for Commercial uses, aside from parking provided by the various businesses for their customers and employees. Street parking is allowed along East Foothill Boulevard at this location.

SITE PLAN

Scale: 1" = 26.7'



**Subject Site Existing
Parking Conditions**

Parking Demand Factors (Use/Parking Ratio)

The existing uses on and around the site are mainly commercial retail, and professional office uses. The parking demand for the site is minimal based on the intensity of the uses and on-site observations as demonstrated in the analysis. Parking requirements by city code establish minimum standards of parking allocations per specific type of use that is a ratio between the use area and the number of stalls for employee, customer, and business vehicles.

Below is an analysis of the uses at the site and the relationship to the City of Arcadia parking requirements. (See Table 2 – 51 East Foothill Blvd Parking) Included in the table are also the spaces provided for each adjacent use.

51 EAST FOOTHILL BLVD PARKING

TABLE 2

BUILDING ADDRESS	SUITE	TENNANT	BLDG AREA	REQUIRED PARKING RATION	REQUIRED PARKING
49		ABACUS ACCOUNTANCY CORPORATION	930	1/250SF	4
51		PROPOSED ANN KAREN WELLNESS	1,350	1/200 SF	7
53		SNIP HAIR SALON	1,400	1/200 SF	7
				TOTAL	18

* PER CITY OF ARCADIA RECOMMENDATION

Subject Site Existing Parking Conditions

Parking Activity

The parking activity at the subject parcel was observed for two days once every three hours during proposed operating hours. The method utilized to track the parking usage at the site was by visual observation and vehicle counts. Observations were conducted at 9am, 12pm, 3pm, and at 6pm.

The information collected was analyzed to determine the occupancy rate of the site during operation hours and measure how many of the available spaces were occupied (vehicles parked divided by the number of total spaces).

The data collected is meant to provide a clear picture of the parking use.

A pattern of use at the site showed that the parking usage was most heavily occupied during the afternoon and early evening hours between 12:00 PM and 6:00 PM. Deviation was minimal and peak parking demand never resulted in a shortage of available parking spaces. We observed that the duration of each user held closely to that pattern and any parking deviation was short-term usage. (See Table 3 – 51 EAST FOOTHILL BLVD OCCUPANCY PATTERN)

During the study period, at the different hours, we observed minimal spaces filled, and there were no car stacking or congestion issues found.

Daily, we observed minimal use of the designated site parking stalls. Additionally street parking was used minimally as well during the study. Although observations at both parking locations were mostly unoccupied, adjacent businesses parking never appeared to have any deficiency of available parking.

**51 EAST FOOTHILL BLVD.
PARKING OCCUPANCY PATTERN
TABLE 3**

51 EAST FOOTHILL BOULEVARD, ARCADIA TOTAL PARKING OCCUPANCY FOR SITE: 8 SPACES (1 ACCESSIBLE)				
PARKING OCCUPANCY PATTERN				
	MONDAY, 2-6-23		TUESDAY, 2-7-23	
TIME	CARS/HOUR	% OCCUPANCY	CARS/HOUR	% OCCUPANCY
9:00 AM	0	0%	0	0%
12:00 PM	1	13%	2	25%
3:00 PM	1	13%	2	25%
6:00 PM	2	25%	0	0%
AVERAGES	1	13%	1	13%

DAILY PEAK HOURS
AVERAGES

(STREET PARKING)

Subject Site Existing Parking Conditions

The information collected was analyzed to determine the occupancy rate of the site at each hour, the measure of how many of the available spaces are occupied (vehicles parked divided by the number of total spaces). (See Tables 4-5)

In Graphs A-D, parking occupancy is presented part to whole, and a pattern of use at the site became apparent during the study period. Deviation was minimal and peak hours of parking demand were consistent during the study. Parking demand and occupancy were shown for both the on-site parking supply and the street parking supply.

Although no “drop-offs” were observed, we can infer that observed customers utilized alternate transportation methods to reach the surrounding businesses. Additionally, we can assume that many local residents as well as employees make use of the surrounding businesses thereby limiting the use of parking demand. During the study period we observed that there were no car stacking or congestion issues. The data is summarized in Graph E – Parking Demand by Hour, and at no time does demand outpace the parking supply of eight spaces.

**Subject Site Existing
Parking Conditions**

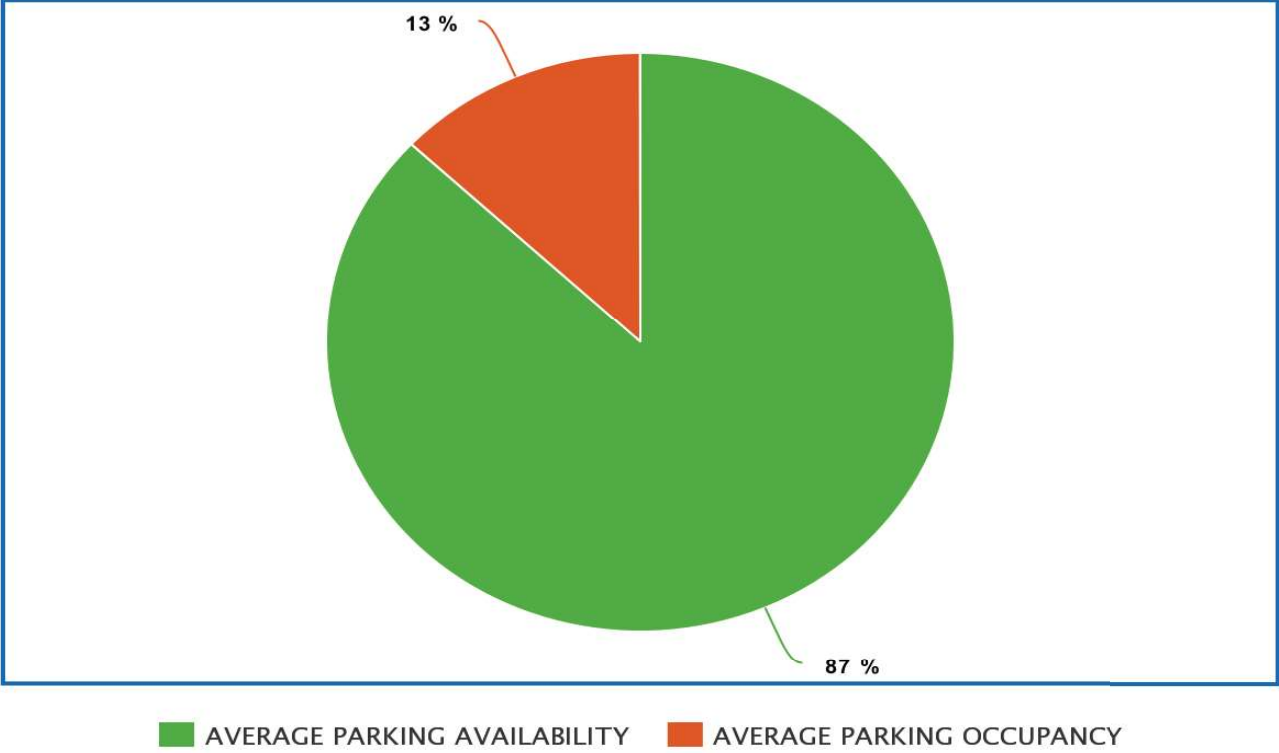
TABLE 5 – PARKING MATRIX 2-6-23

51 EAST FOOTHILL BOULEVARD, ARCADIA		
TOTAL PARKING OCCUPANCY FOR SITE: 8 SPACES (1 ACCESSIBLE)		
PARKING OCCUPANCY PATTERN		
DATE: MONDAY, FEBRUARY 6, 2023		
TIME	CARS PER HOUR	PERCENT OCCUPANCY
9:00 AM	0	0%
12:00 PM	1	13%
3:00 PM	1	13%
6:00 PM	2	25%
AVERAGES	1	13%

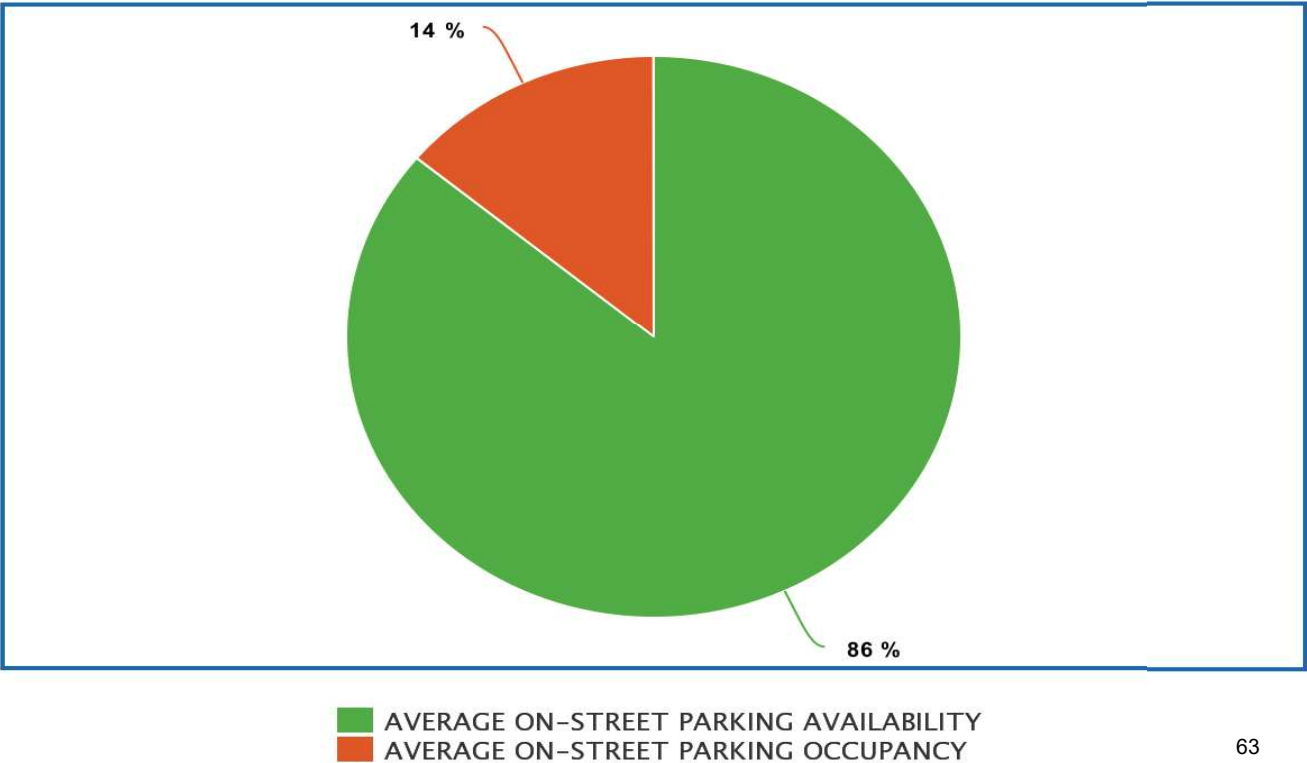
PEAK HOUR
AVERAGES

Subject Site Existing Parking Conditions

GRAPH A – OFF-STREET PARKING OCCUPANCY 2-6-23



GRAPH B – ON-STREET PARKING OCCUPANCY 2-6-23



**Subject Site Existing
Parking Conditions**

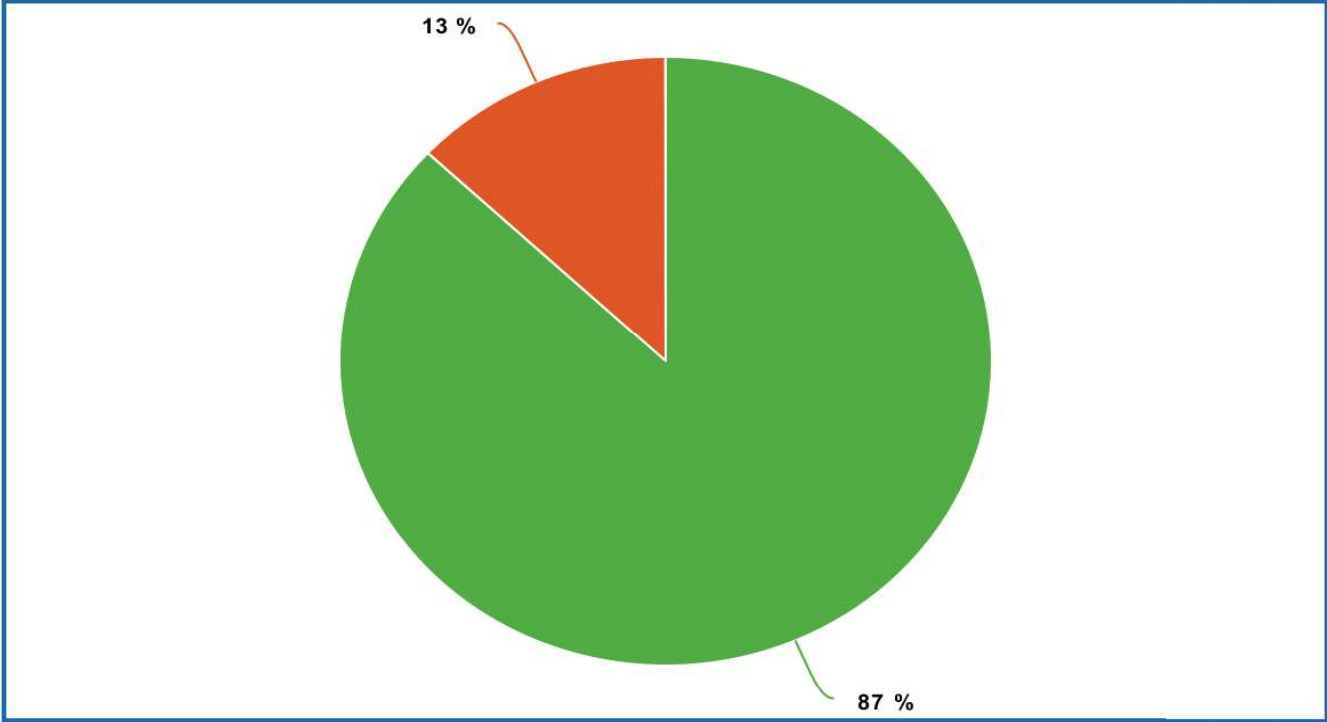
TABLE 6 – PARKING MATRIX 2-7-23

51 EAST FOOTHILL BOULEVARD, ARCADIA		
TOTAL PARKING OCCUPANCY FOR SITE: 8 SPACES (1 ACCESSIBLE)		
PARKING OCCUPANCY PATTERN		
DATE: TUESDAY, FEBRUARY 7, 2023		
TIME	CARS PER HOUR	PERCENT OCCUPANCY
9:00 AM	0	0%
12:00 PM	2	25%
3:00 PM	2	25%
6:00 PM	0	0%
AVERAGES	1	13%

PEAK HOUR
AVERAGES

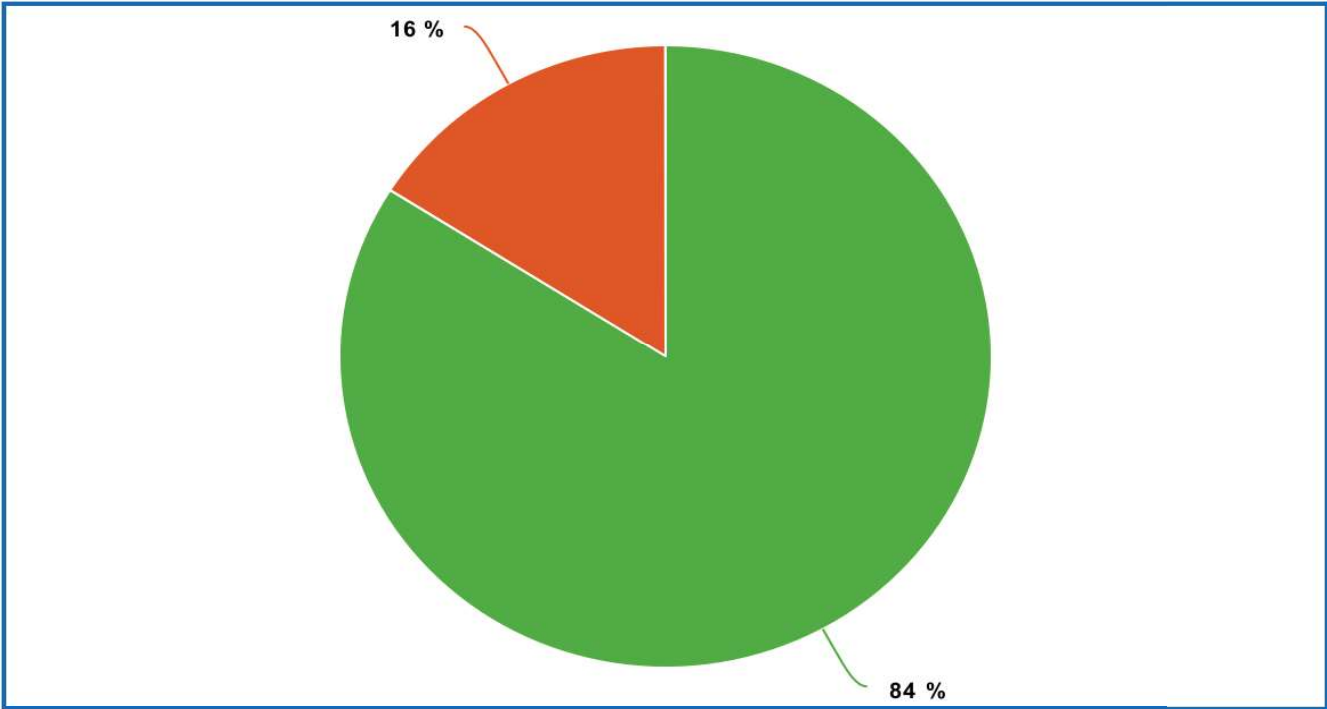
Subject Site Existing Parking Conditions

GRAPH C – OFF-STREET PARKING OCCUPANCY 2-7-23



■ AVERAGE PARKING AVAILABILITY ■ AVERAGE PARKING OCCUPANCY

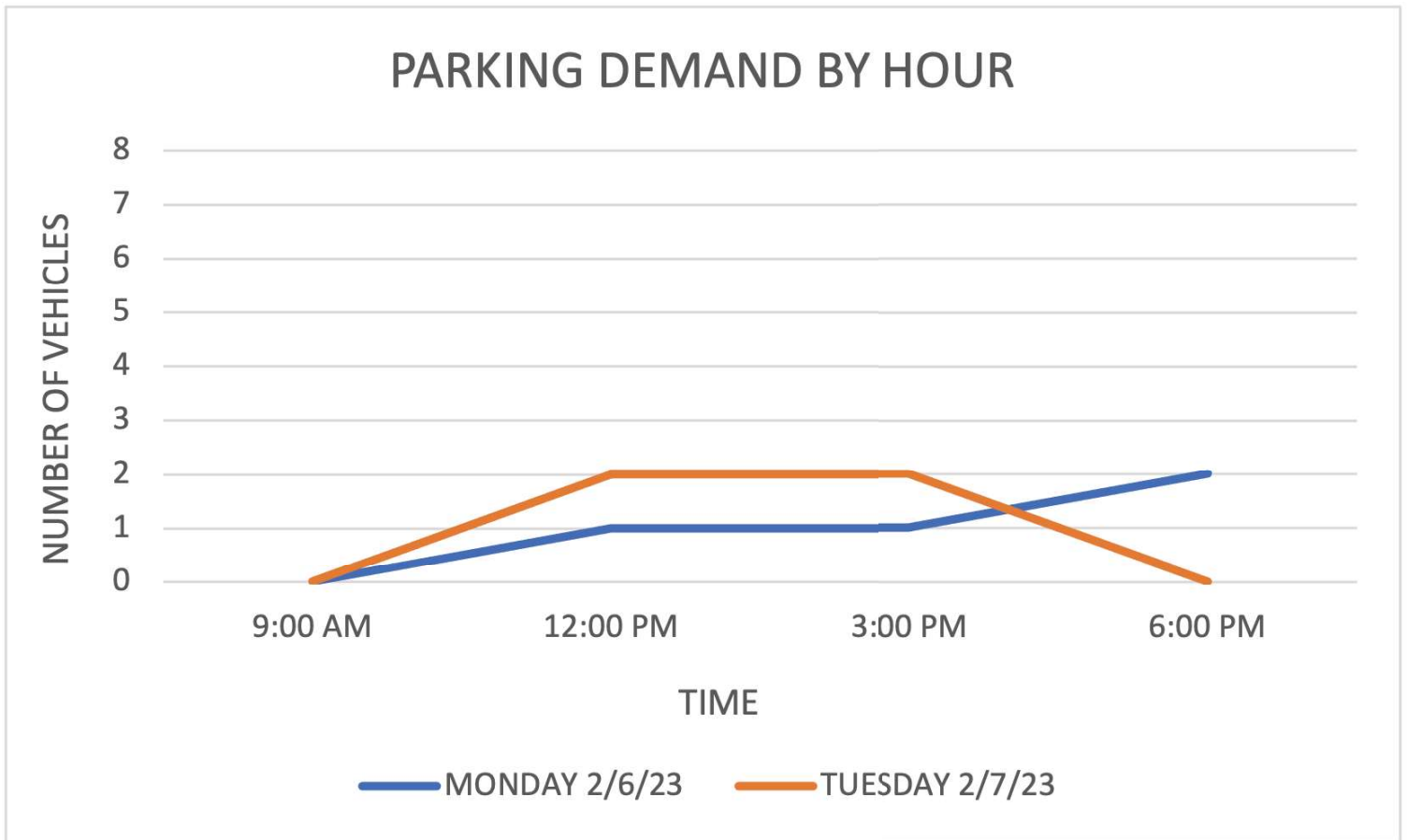
GRAPH D – ON-STREET PARKING OCCUPANCY 2-7-23



■ AVERAGE ON-STREET PARKING AVAILABILITY
■ AVERAGE ON-STREET PARKING OCCUPANCY

Subject Site Existing Parking Conditions

GRAPH E – PARKING DEMAND BY HOUR



Summary

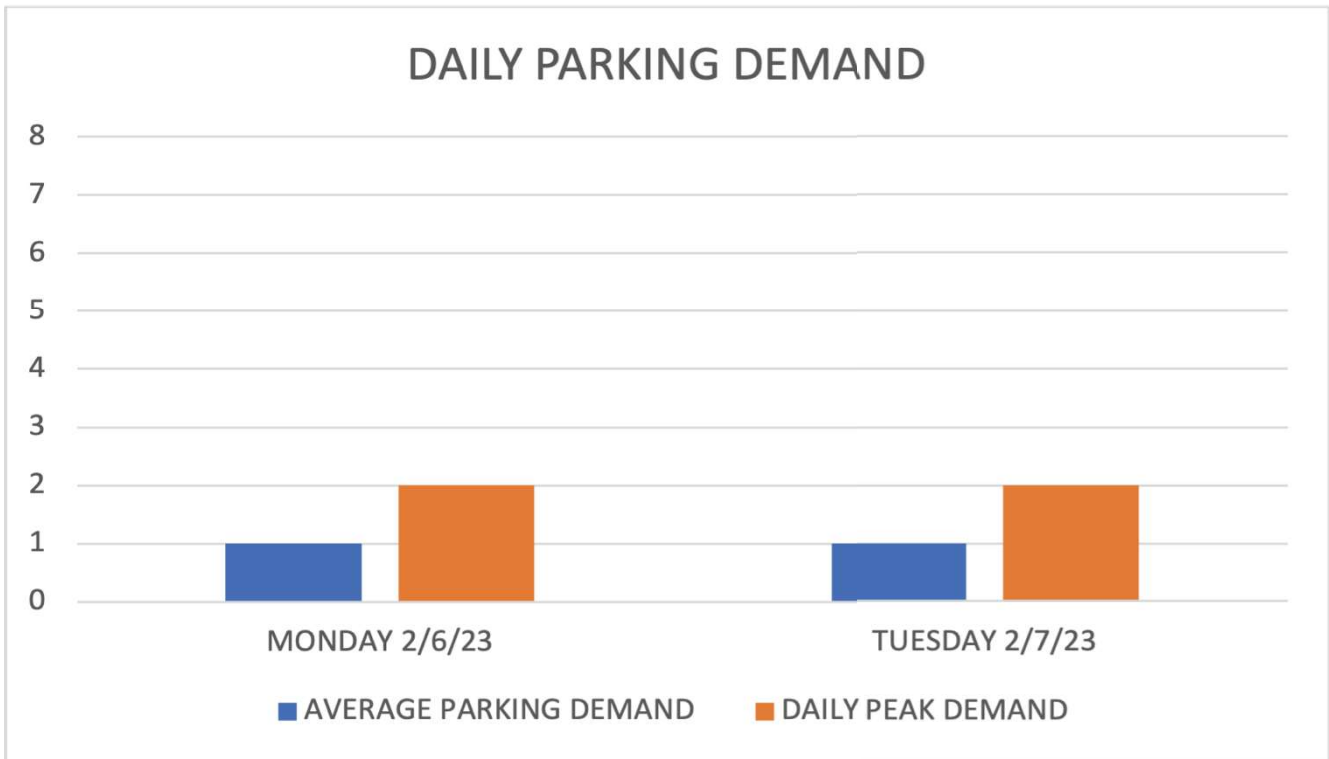
Findings

The purpose of the parking study for 51 East Foothill Blvd., for the proposed Ann Karen Wellness was to provide information that best portrays the conditions of the site as it relates to the business activities of the users with the focus on parking needs and availability. Based on direct application of City Code parking rates as shown in table 3 of section 4, a shortage of nine on-site parking spaces is calculated. Accordingly, a review of other published parking ratios as well as the completion of an empirical parking accumulation survey of the site was conducted. The data accumulated during the review of actual use showed that ‘parking need’ was well below the strict interpretation of the City Code minimum requirements and was at its peak operating hours only 25% of the eight stalls listed as required. The study may assist the Arcadia City planning staff to determine the adequacy of parking for the desired use for the site.

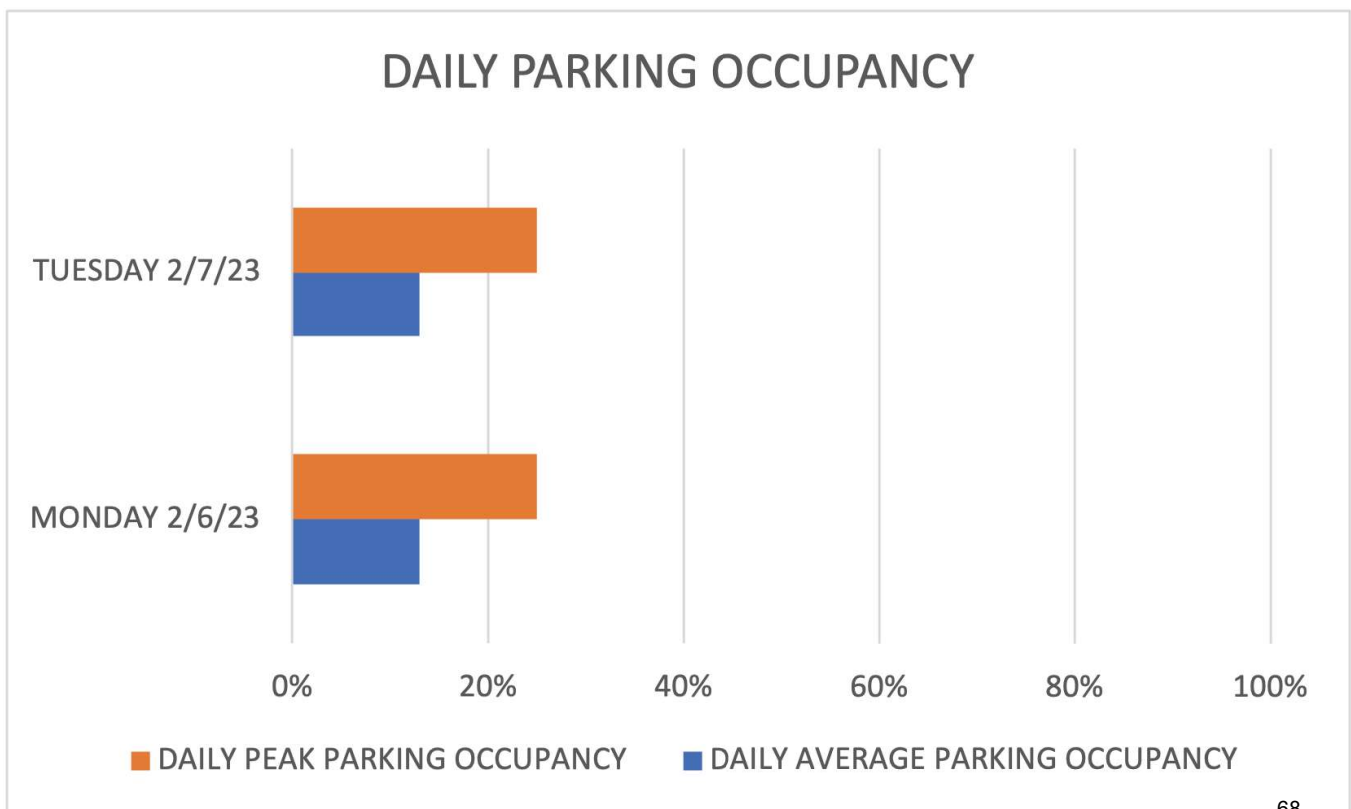
Several measures to determine parking were utilized. Observation vehicle counts were taken every three hours for two days (based on proposed operational hours). Photos, observations, and analysis of the parking use were also recorded anecdotally. These measures provided the information necessary to determine if there was enough parking and to understand the nature of the user, to better gauge the parking type and if any measures are needed to facilitate better efficiencies. Through analysis of the site parking demand and occupancy, conclusions can be drawn to help determine if the parking supply for the proposed Ann Karen Wellness will be adequate for the use.

During the study of the site, we found that parking demand on average was approximately one space for the site, with a heightened demand during peak hours of no more than two spaces in the rear parking lot. Of the eight parking spaces in the shared parking supply, the average occupancy was about 13%. During peak hours the parking occupancy reached 25%, with a quarter of the parking spaces being utilized. See Graph F – Average Parking Demand and Graph G – Average Parking Occupancy.

GRAPH F – AVERAGE PARKING DEMAND



GRAPH G – AVERAGE PARKING OCCUPANCY



A shortfall of parking was never observed during the 2-day study at the site location, even during peak hours. Furthermore, we observed that attendance at the site remained relatively constant. Many of the businesses in the area offer services by appointment, thereby controlling the number of customers entering the businesses at any given time. The surrounding area is comprised of medical/dental offices, professional offices, salons, and other retail services. Typically, customers at these types of uses are short-term visits. We also noted that a few of the adjacent businesses had little to no in person clients (and many reported remote or virtual employees), thereby eliminating any traffic or parking congestion between the sites at the time.

Conclusions

The purpose of this study was to determine if the proposed Ann Karen Wellness would have an adequate parking supply to meet demands for the use in question. Having a parking deficit as calculated based on the strict interpretation of the current municipal code, we utilized the data from this study to investigate whether a shortage would truly exist. As indicated, we found that due to the distinct peak hours of operation, along with the nature and structure of the wellness center, the parking supply for the proposed Ann Karen Wellness is more than adequate to meet the demand. The study thereby shows, with consideration of the current standards, and the unique conditions of the use, that the subject site would meet the parking demand and should be allowed a more appropriate parking determination. Considering the business hours, the duration of stay, turnover, and user numbers for the use, it shows that the site parking was adequate for this use. Based on the parking analysis, the following conclusions are made:

The average occupancy per hour at the site, was 13% or one stall occupied on average per hour from a total of eight available. The peak hours of occupancy were between 12:00 PM and 6:00 PM (depending on the day) with a total average peak occupancy of 25% (two stalls in use) and a maximum peak occupancy of 25% at any given time. The site has a total of eight parking spaces available to meet the demand of its clients, which was more than adequate as found by the daily vehicle counts. The parking demand may also be further reduced by the number of drop offs or clients that used alternate transportation that occurred at the site.

Of the 13 parking spaces available along East Foothill Boulevard in front of the subject site, two parked cars were observed throughout the day on average. This also demonstrates the adequacy of parking available to meet demand.

Recommendations

Based on the information provided by the applicant, the city codes, site study, and the empirical parking analysis, we have concluded that the site parking supply of eight spaces appears to be adequate to accommodate the use during peak parking demand without any additional resources for parking, off-site public parking, or off-site agreements. We recommend that the proposed Ann Karen Wellness be afforded consideration to operate, as it relates to parking demand, based on the findings illustrated in the report.

No provisions were included for alternative modes of transportation such as pedestrian, bike riders, public transportation, or carpooling. Although, as demonstrated in the study, these methods of transportation were available to the patrons, including street parking along East Foothill Boulevard and are encouraged in the city of Arcadia's General Plan.

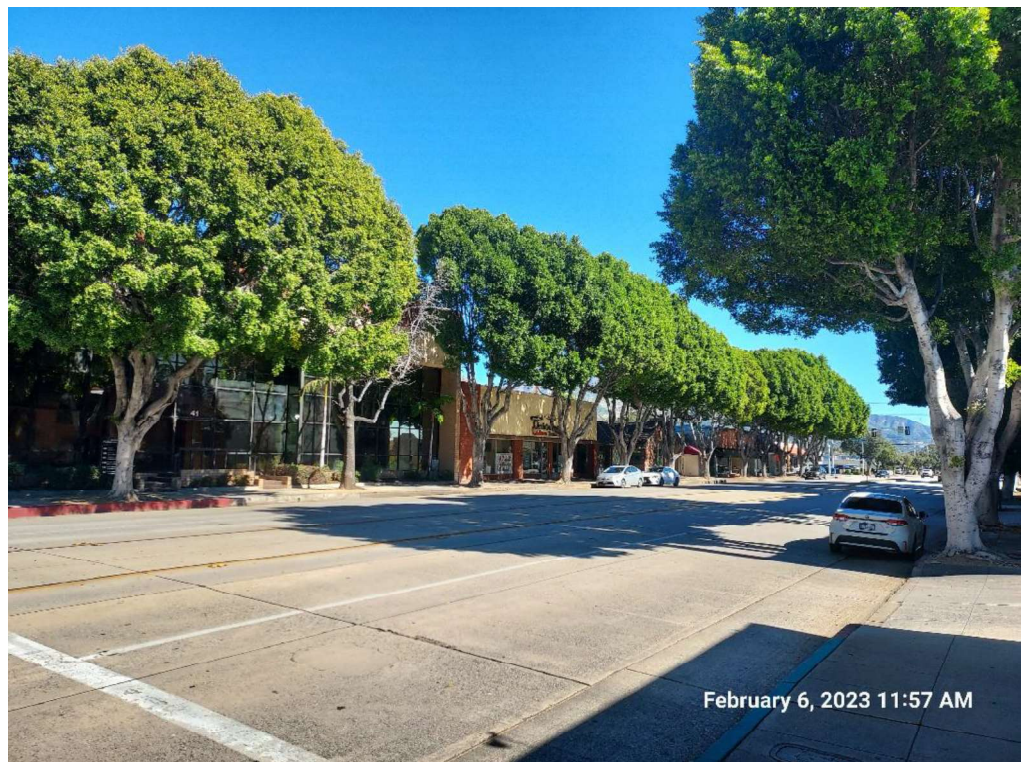
More Services

6 Addendum

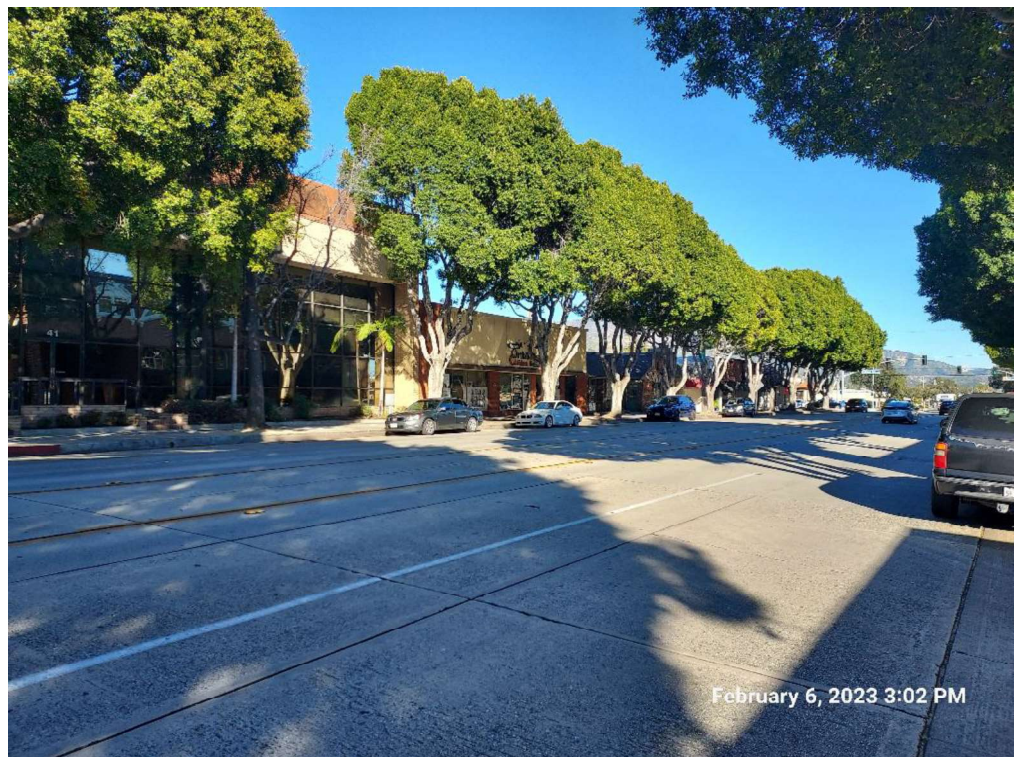
Site Photos



6
Addendum



6
Addendum



6
Addendum



6
Addendum



6
Addendum



6
Addendum



6
Addendum



Attachment No. 5

Preliminary Exemption Assessment



CITY OF
ARCADIA

PRELIMINARY EXEMPTION ASSESSMENT

1. Name or description of project:	Conditional Use Permit No. CUP 22-12 and Planning Commission Administrative Modification No. PC AM 23-01 to allow a new massage business and a parking modification.								
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15' or 7 1/2' topographical map identified by quadrangle name):	51 E. Foothill Boulevard – The business is located on the north side of E. Foothill Boulevard between Oakwood Drive and Highland Oaks Drive.								
3. Entity or person undertaking project:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; padding: 2px;">A.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">B. Other (Private)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">(1) Name</td> <td style="padding: 2px;">Michelle Wu, Business Owner</td> </tr> <tr> <td style="padding: 2px;">(2) Address</td> <td style="padding: 2px;">49 E. Foothill Boulevard Arcadia, CA 91006</td> </tr> </table>	A.		B. Other (Private)		(1) Name	Michelle Wu, Business Owner	(2) Address	49 E. Foothill Boulevard Arcadia, CA 91006
A.									
B. Other (Private)									
(1) Name	Michelle Wu, Business Owner								
(2) Address	49 E. Foothill Boulevard Arcadia, CA 91006								
4. Staff Determination:	<p>The Lead Agency's Staff, having undertaken and completed a preliminary review of this project in accordance with the Lead Agency's "Local Guidelines for Implementing the California Environmental Quality Act (CEQA)" has concluded that this project does not require further environmental assessment because:</p>								
a. <input type="checkbox"/>	The proposed action does not constitute a project under CEQA.								
b. <input type="checkbox"/>	The project is a Ministerial Project.								
c. <input type="checkbox"/>	The project is an Emergency Project.								
d. <input type="checkbox"/>	The project constitutes a feasibility or planning study.								
e. <input checked="" type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 2px;">The project is categorically exempt.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Applicable Exemption Class:</td> <td style="padding: 2px;">15301(a) – Class 1 (Use of an existing facility) 15305 – Class 5 (Minor alteration to land use limitations)</td> </tr> </table>	The project is categorically exempt.		Applicable Exemption Class:	15301(a) – Class 1 (Use of an existing facility) 15305 – Class 5 (Minor alteration to land use limitations)				
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Applicable Exemption Class:	15301(a) – Class 1 (Use of an existing facility) 15305 – Class 5 (Minor alteration to land use limitations)								
f. <input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 2px;">The project is statutorily exempt.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Applicable Exemption:</td> <td style="padding: 2px;"></td> </tr> </table>	The project is statutorily exempt.		Applicable Exemption:					
The project is statutorily exempt.									
Applicable Exemption:									
g. <input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 2px;">The project is otherwise exempt on the following basis:</td> <td style="padding: 2px;"></td> </tr> </table>	The project is otherwise exempt on the following basis:							
The project is otherwise exempt on the following basis:									
h. <input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 2px;">The project involves another public agency which constitutes the Lead Agency.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Name of Lead Agency:</td> <td style="padding: 2px;"></td> </tr> </table>	The project involves another public agency which constitutes the Lead Agency.		Name of Lead Agency:					
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Name of Lead Agency:									

Date: March 29, 2023

Staff: Edwin Arreola, Associate Planner



**ARCADIA PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, March 14, 2023**

CALL TO ORDER Chair Thompson called the meeting to order at 7:00 p.m.

ROLL CALL

PRESENT: Chair Thompson, Vice Chair Tsoi, Hui, Tallerico, and Wilander

ABSENT: None

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

There was no supplemental information.

PUBLIC COMMENTS (5 minute time limit per person)

There were none.

PUBLIC HEARING

1. **Resolution No. 2122** – Approving a subsequent one-year time extension for the approved senior assisted living care facility at 1150 W. Colorado Boulevard

CEQA: Not a Project

Recommendation: Adopt

Applicant: Artis Senior Living of Arcadia, LLC

MOTION- PUBLIC HEARING

Chair Thompson introduced the item and Planning Services Manager Fiona Graham presented the staff report.

Commissioner Tallerico asked to clarify the reason why the project was put on hold.

Ms. Graham explained the Applicant owns assisted-living care facilities throughout the country and many of those facilities were impacted by the pandemic, which in turn affected the construction of this project.

Vice Chair Tsoi asked if the Applicant has submitted the plans to Building Services for plan check. Ms. Graham confirmed they had not.

Commissioner Hui asked what the asking price for the property. Ms. Graham said she is not aware of the asking price. But one of the options is to sell the property with the entitlements.

Vice Chair Tsoi asked what the zone change was for.

Ms. Graham said the zone change was for the removal of two overlays – design and parking.

Chair Thompson asked if the removal of the overlay will affect any other project on this property.

Ms. Graham explained the overlay was to limit the height of the building to one story and there was a parking restriction. The removal of the two overlays removed those requirements from this project and to any subsequent project.

Chair Thompson opened the public hearing.

The Commissioners had no questions for the Applicant.

Chair Thompson asked if there were any other speakers in favor of the proposal.

Chair Thompson asked if there were any other speakers in opposition of the proposal.

No one else spoke in favor or in opposition of the project.

It was moved by Commissioner Tallerico, seconded by Commissioner Wilander, to close the public hearing.

Without objection, the motion was approved.

DISCUSSION

Commissioner Tallerico said he now understands why the company requested for an extension and was in favor of approving the extension.

Commissioner Wilander was in favor of approving the extension.

Commissioner Hui was in favor of approving the extension.

Vice Chair Tsoi said he thinks it is good use of the property and was in favor of approving the extension.

Chair Thompson said the extension provides flexibility for the future buyer so that they do not have to start the process over to obtain entitlements. He believed the facts that support the findings are accurate and is in favor of the extension.

Commissioner Wilander asked for clarification that this item was not a project. Ms. Flores clarified the extension is not a project per CEQA.

MOTION

It was moved by Commissioner Wilander, seconded by Commissioner Tallerico to approve a subsequent one-year extension for the approved senior living care facility at 1150 W. Colorado Boulevard

ROLL CALL

AYES: Chair Thompson, Vice Chair Tsoi, Hui, Tallerico, and Wilander
NOES: None
ABSENT: None

There is a 10 day appeal period. Appeals are to be filed by 5:30 p.m. on Monday, March 27, 2023.

CONSENT CALENDAR

1. Minutes of the February 28, 2022, Regular Meeting of the Planning Commission

Recommendation: Approve

Commissioner Hui motioned to approve the minutes and seconded by Vice Chair Tsoi.

ROLL CALL

AYES: Chair Thompson, Vice Chair Tsoi, Hui, Tallerico, and Wilander
NOES: None
ABSENT: None

The Motion was approved.

MATTERS FROM CITY COUNCIL LIAISON

Dr. Cao reported the Arcadia Highschool will have a musical on Thursday, March 16 through Sunday, March 18.

On March 17 the Arcadia Senior Services is having a Scottish band performance at the community center.

On March 22 the Arcadia Library is having a classical kaleidoscope concert.

On April 2 the Pasadena Humane Society is having an event at Brookside Park in Pasadena.

MATTERS FROM THE PLANNING COMMISSONERS

The Commissioners had nothing to report. Commissioner Wilander asked if the City has electric vehicle charging stations. Ms. Flores said there are four charging stations at the City Hall parking lot, and additional stations at the City's Public Works location and the City's Library.

Commissioner Hui asked if it is possible to host a speaker at a City facility. Ms. Flores said it is possible and it would be best to coordinate with the City Manager's office.

MATTERS FROM ASSISTANT CITY ATTORNEY

Assistant City Attorney Grace Yeo had nothing to report.

MATTERS FROM STAFF INCLUDING UPCOMING AGENDA ITEMS

Ms. Flores reported that there will be two items to consider at the next Planning Commission meeting.

ADJOURNMENT

The Planning Commission adjourned the meeting at 7:23 p.m., to Tuesday, March 28, 2023, at 7:00 p.m. in the City Council Chamber.

Brad Thompson
Chair, Planning Commission

ATTEST: _____
Lisa Flores
Secretary, Planning Commission