

CITY OF ARCADIA

Planning Commission Regular Meeting Agenda



Tuesday, August 13, 2024, 7:00 p.m.

Pursuant to Government Code Section 54953(b), Commissioner Tallerico will be attending the Planning Commission Meeting via teleconferencing from the Hotel Duchessa della Sila– Viale della Repubblica, 451, 87055 San Giovanni in Fiore CS, Italy at 4:00 a.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

Vincent Tsoi, Chair
Marilynne Wilander, Vice Chair
David Arvizu, Commissioner
Angela Hui, Commissioner
Domenico Tallerico, 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 at 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. 2149**– Approving Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04 and Protected Tree Encroachment Permit No. TRE 24-10 for a new two-story children ministry building at the Arcadia Chinese Baptist Church located at 100 W. Duarte Road

CEQA: Exempt

Recommendation: Adopt

Applicant: Space Light Structure Design (SLSD), Inc.

There is a ten day appeal period. Appeals are to be filed by 5:30 p.m. on Monday, August 26, 2024.

2. **Resolution No. 2152** – Approving Conditional Use Permit No. CUP 24-01 to allow a self-service laundromat within a multiple-tenant commercial center located at 502 East Live Oak Avenue

CEQA: Exempt

Recommendation: Adopt

Applicant: Efren Covarrubias

There is a ten day appeal period. Appeals are to be filed by 5:30 p.m. on Monday, August 26, 2024.

3. **Resolution No. 2151** - Approving Conditional Use Permit No. CUP 24-04 to allow a new massage business at 171 E. Live Oak Avenue Unit B

CEQA: Exempt

Recommendation: Adopt

Applicant: Wen Sun

There is a ten day appeal period. Appeals are to be filed by 5:30 p.m. on Monday, August 26, 2024.

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.

1. Minutes of the July 9, 2024, Regular Meeting of the Planning Commission

Recommendation: Approve

MATTERS FROM CITY COUNCIL LIAISON

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, August 27, 2024, 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、褻渎或破坏性言论。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: August 13, 2024

TO: Honorable Chairman and Planning Commission

FROM: Lisa L. Flores, Deputy Development Services Director
By: Edwin Arreola, Acting Senior Planner

SUBJECT: RESOLUTION NO. 2149 – APPROVING ARCHITECTURAL DESIGN REVIEW NO. ADR 24-08, CONDITIONAL USE PERMIT NO. CUP 24-06, HEALTHY TREE REMOVAL PERMIT NO. TRH 24-04 AND PROTECTED TREE ENCROACHMENT PERMIT NO. TRE 24-10 FOR A NEW TWO-STORY CHILDREN MINISTRY BUILDING AT THE ARCADIA CHINESE BAPTIST CHURCH LOCATED AT 100 W. DUARTE ROAD
CEQA: Exempt
Recommendation: Adopt

SUMMARY

The Applicant, Space Light Structure Design (SLSD), Inc., on behalf of the property owner, Arcadia Chinese Baptist Church (ACBC), is requesting approval of Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 for a new 9,520 square foot, two-story children ministry building at the Arcadia Chinese Baptist Church located at 100 W. Duarte Road. The building will have classrooms for Bible study and Sunday school, and it will also contain a multi-purpose hall and food preparation area for church services and events. The proposed building will require the removal of four protected trees and nine protected trees will be encroached upon by improvements to the parking lot.

It is recommended that the Planning Commission adopt Resolution No. 2149 (Attachment No. 1), and find this project Categorical Exempt under the California Environmental Quality Act (CEQA), and approve Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10, subject to the conditions listed in this staff report.

BACKGROUND

The subject site is located on the south side of W. Duarte Road. It is zoned Low Density Residential (R-1) and has a General Plan Land Use Designation of Low Density Residential. The site is approximately 2.78 acres and is currently developed with a 9,633 square foot main sanctuary building used for church services and an 8,514 square foot fellowship hall which consists of an assembly hall, offices, and classrooms. Both buildings were constructed in 1967. The site is surrounded by other R-1 zoned properties to the east, south, and west. Currently, there are also places of worship to the east and west of the lot, single-family residential homes to the south, and Arcadia High School is located to the north - refer to Figure No.1 for an aerial view of the area and Attachment No. 2 for an Aerial Photo with Zoning Information.



Figure 1 – Aerial View of the Site

PROPOSAL

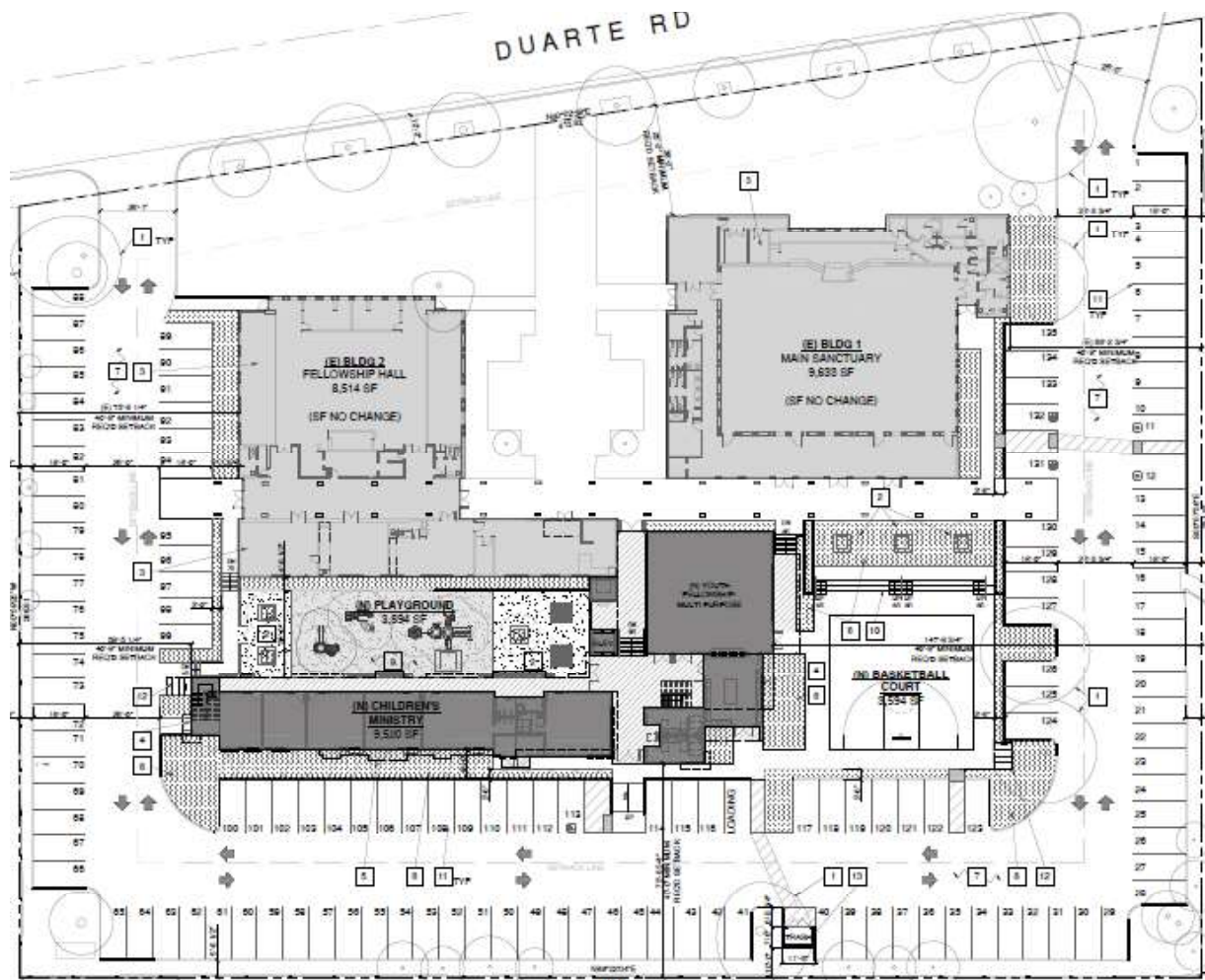
The Applicant is proposing to construct a new two-story, Contemporary-style, 9,520 square foot building for children ministry over a portion of the existing parking lot located at the rear of the site – refer to Attachment No. 3 for the Architectural Plans and Renderings and Figure No. 2 below for a rendering of the project. The building will consist of an 1,848 square foot multi-purpose hall, a 512 square foot food preparation area, and 14 classrooms totaling 5,616 square feet of area. The classrooms will primarily serve children between the ages of 5 to 12 for Bible study and Sunday school. The multi-purpose hall and food preparation area will be used for youth fellowship services and other church events. Additionally, a new outdoor playground is being proposed between the existing fellowship hall building and the children ministry building, and a new basketball court is proposed to the east of the children ministry building.



Figure 2 – Rendering View from the Rear of the Property

The proposed building will be at the maximum height of 30'-0" and will have side yard setbacks of 59'-5" on the westerly side and 147'-9" on the easterly side, whereas 40'-9" is required, and a rear yard setback of 73'-9", whereas 40'-0" is required.

Due to the construction of the proposed building within the existing parking lot, the parking lot will be reconfigured in order to meet the required parking and to improve site circulation. Landscaping improvements will be done as part of the parking lot update with the addition of plants and trees for aesthetic enhancement. Vehicular access to the site will be provided by two driveways off W. Duarte Road which will be reconstructed in approximately the same location. In terms of parking, the site will provide 135 parking spaces, whereas 129 spaces are required, including five (5) ADA parking spaces, and they will be located along the perimeter of the site (refer to Figure No. 3 below).



- Chinese fellowship group, English fellowship group, youth fellowship group, and children’s Bible study on Fridays from 7:00 p.m. to 10:00 p.m.
- Adult fellowship groups on Saturdays from 10:00 a.m. to 1:00 p.m. and 6:00 p.m. to 9:00 p.m.
- English worship service, Chinese Sunday school, youth worship service, and children ministry service on Sundays from 9:00 a.m. to 10:30 a.m.
- Chinese worship service, English Sunday school, youth Sunday school, children ministry service on Sundays from 11:00 a.m. to 12:30 p.m.
- Various activities such as choir practice, praise team practice, youth praise team practice, and ministry meetings on Sundays from 1:30 p.m. to 4:00 p.m.

As part of the project, four protected mature trees that are currently located within the required westerly side yard setback and with trunk diameters over 12 inches will be removed; two canary island pine trees and two carrotwood trees. These trees are in an area where the drive aisle will be reconfigured and where new parking spaces will be added to meet the current development standards. The parking spaces will be reconfigured from angled spaces to 90-degree spaces to fit additional parking and meet the minimum required parking. The Development Code requires two 24-inch box protected trees to be planted as replacements for each removed protected tree. As a result, the Applicant will be planting eight 36-inch replacement trees for the removed protected trees. Additionally, nine protected trees will also have their driplines encroached upon by new asphalt and concrete as part of the reconfiguration of the parking lot. The remaining protected trees on site will be preserved.

ANALYSIS

The Development Code allows places of religious assembly and their associated uses, such as Sunday schools and Bible study, in the R-1 zone subject to the approval of a Conditional Use Permit. ACBC was established prior to places of religious assembly requiring a Conditional Use Permit and has been operating as a legal nonconforming use. The newly proposed building and religious use of the building now require the approval of a Conditional Use Permit for the use. The site has been operating as a place of religious assembly for 57 years without any known issues. The proposed children ministry building is being constructed to allow for more space and flexibility for church groups to meet by providing a dedicated building to children’s Sunday school and Bible study. The building is expected to be used by existing church members and no additional traffic is expected to and from the site. Furthermore, the uses proposed within the building are auxiliary uses to the church. Therefore, the uses on site are appropriate uses for this property.

The R-1 zone allows a maximum floor area ratio (FAR) of 39,202 square feet for this site. The proposed children ministry building will bring the total floor area on site to 27,667 square feet, under the required FAR. Additionally, 24.4% lot coverage is being proposed while 35% maximum lot coverage is permitted. The building will be developed at a maximum height of 30’-0” from the average existing grade of the building. The proposed building will be situated 73’-9” from the adjacent residential properties to the south, 59’-5” from the property to the west, and 147’-9” from the property to the east. Due to the

large setback to the rear, privacy issues are not expected for the neighboring residential properties. Additionally, the new building will only be used for children's Sunday school and Bible study throughout the week. Therefore, there will be minimal impacts from the construction of the new building.

The proposed building is designed in a Contemporary architectural style with varied massing elements that are composed of different colors and materials to help break up the building façades and provides a timeless and appropriate design for the site. The building will be placed at the rear of the fellowship hall and main sanctuary buildings. Therefore, it will not have a visible street presence but is designed in compliance with the applicable design guidelines. The proposed building will also be interconnected with the two other existing buildings through the existing covered walkways on site. The design contains architectural features such as off-white stucco and brick veneer that will match the existing buildings, curved metal roof elements that mimic the curved roof on the main sanctuary building, wood-colored metal siding, and various colored applications of plaster that serve as accents on the building. New landscaping areas around the perimeter of the building will also accentuate the look of the building. The overall design is in scale with the rest of the buildings on site, is well balanced, and aesthetically blends in with the use of neutral tone colors – refer to Attachment No. 3 for the architectural plans and Figure No. 4 for an overhead rendering.



Figure 4 – Overhead Rendering from the Rear of the Property

In terms of parking for places of religious assembly, the Development Code requires one parking space for every five (5) fixed seats within a church and one (1) parking space for every 35 square feet of floor area where there is no fixed seating. The main sanctuary building contains 310 fixed seats and requires a total of 62 parking spaces. The fellowship

hall building contains 2,344 square feet of assembly space with no fixed seating and requires a total of 67 parking spaces. The children ministry building, proposed to be used for Sunday school and Bible study for the children of church members, will not create additional assembly area and will not add spaces to the parking requirement. Therefore, a total of 129 spaces are required for the site. The parking lot is being modified to provide 135 parking spaces, including five (5) spaces that comply with ADA requirements, and will meet all of the requirements for drive aisle widths, back out space, and landscaping.

The Applicant provided an Arborist Report analyzing all of the trees currently on site. The report indicates that four protected mature trees consisting of two canary island pine trees and two carrotwood trees will need to be removed due to the reconfiguration of the location of these trees into parking and drive aisle area. The removal is required to provide a more efficient layout of the parking lot. As a result, the Arborist Report indicates eight 36-inch box trees on site as replacements for the removed protected trees. This includes species such as olive, fern pine, and marina strawberry trees. The nine protected trees that will be encroached upon will be required to comply with all the tree protection measures in the Arborist Report to ensure that the protected trees will not be harmed during any construction activities – refer to condition of approval no. 2 and Attachment No. 4.

FINDINGS

Conditional Use Permit

Section 9107.09.050(B) of the Development Code requires that for a Conditional Use Permit to be granted, it must be found that all of the following prerequisite findings can be satisfied:

- 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 complies with all other applicable provisions of the Development Code and the Municipal Code.**

Facts to Support This Finding: The proposed two-story children ministry building for Sunday school and Bible study will be associated with the primary use of a place of religious assembly and is consistent with the Arcadia General Plan which allows for other uses in the Low Density Residential Land Use Designation that are appropriate and consistent with single-family residential uses. The site is zoned R-1 (Low Density Residential) which under Development Code Section 9102.01.020, Table 2-1, allows places of religious assembly and its associated uses, subject to review and approval of a Conditional Use Permit. The new children ministry building will be used for children's Sunday school and Bible study for the children of existing church members and allow for more space and flexibility for church groups to meet by providing a dedicated building for those uses. The proposed use will comply with all the applicable provisions of the Development Code and the Municipal Code. The proposed project will not adversely affect the comprehensive General Plan.

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 two-story children ministry building will provide a dedicated area for youth and children services at the existing church, allowing the existing buildings to be utilized separately for other services by the church members. The site has been operating as a legal nonconforming place of religious assembly for 57 years without any known issues. The building is expected to be used by existing church members and no additional traffic is expected to and from the site. Furthermore, the uses proposed within the building are existing auxiliary uses to the church that will only be relocated to the new building. The proposed building will be setback more than the minimum required from the adjacent residential properties to the rear and will have a parking lot and landscape buffer between the building and the residential uses. The project site is adequate in size and location to accommodate the proposed development. Therefore, the proposed activity will be 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, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood.

Facts to Support This Finding: The new improvement to the site meets all of the applicable Development Code standards such as FAR, lot coverage, height, and setbacks and the 2.78-acre site is physically suitable to accommodate the proposed and existing facility. The proposed children ministry building is more than adequate in size and design for the Sunday school and Bible study uses proposed to take place within the building. The building will consist of 14 classrooms, a food preparation area, an assembly space, and restrooms. The parking lot will be modified to provide sufficient parking and new landscaping will be provided along with existing landscaping to accentuate the site. Therefore, the site is adequate to accommodate the place of religious assembly.

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

Facts to Support This Finding: The site is located along W. Duarte Road with two driveway access points to the parking lot. W. Duarte Road is adequate in width and pavement type to carry the traffic generated by the existing church use, including adequate access for emergency vehicles. The proposed new children's ministry building will not impact these rights-of-ways, as no additional traffic is expected to be generated by the improvements on site.

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

Facts to Support This Finding: The Fire and Police Departments 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: It has been determined that the existing infrastructure and public utilities can handle the demand for the proposed children ministry building, and no upgrades are required. Therefore, no impacts to the provision of utilities are anticipated.

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 use of the proposed building as a Sunday school and Bible study area will not adversely affect the surrounding residential and church uses. The Arcadia Chinese Baptist Church currently operates as a legal nonconforming place of religious assembly with uses such as Sunday school and Bible study. This approval will provide a dedicated area for youth and children services, which currently has to take place in a space off-site at another neighboring church. The new building will allow additional space and flexibility for the site. No additional traffic is expected to be generated as the building will serve the children of existing church members. The building proposes setbacks that exceed the minimum requirement, including a 73'-9" setback from the residential properties at the rear. Therefore, the proposed project will not adversely affect the public in general nor will it impact the uses in the vicinity and zone in which the property is located.

Architectural Design Review

Section 9107.19.050(F) of the Development Code requires that for an Architectural Design Review to be granted, it must be found that all of the following prerequisite findings can be satisfied:

1. The proposed development is in compliance with all applicable development standards and regulation in the Development Code.

Facts to Support This Finding: The proposed children ministry building is in compliance with all of the applicable development standards for the R-1 zone, such as the FAR, lot coverage, maximum height, setbacks, and parking. Therefore, the project meets the intent of this finding.

2. The proposed development is consistent in the objectives and standards of the applicable Design Guidelines.

Facts to Support This Finding: The proposed building is designed in a Contemporary architectural style. The design contains architectural features and materials associated with the proposed architectural style and provides a timeless design that complements and is in scale with the existing buildings on site. Despite being placed away from the public right-of-way, the design of the building meets the intent of the City's Design Guidelines by providing varied massing, materials, and articulation on each of the building façades to help break up the elevations. Therefore, the project has been designed to be consistent with the City's Design Guidelines.

3. The proposed development is compatible in terms of scale and aesthetic design with surrounding properties and developments.

Facts to Support This Finding: The proposed building is compatible in terms of scale and design with the existing buildings on site, the surrounding church properties, and the residential properties to the rear of the site. The overall design has a balanced and aesthetically pleasing design with the use of neutral tone colors and Contemporary architectural elements which give the new building a timeless look that still fits in with the older buildings on site. The size and scale of the new building will also be compatible with the existing church buildings on the site and the adjacent properties. The proposed building will also be setback 73'-9" from the residential properties to the rear providing a sufficient buffer and minimizing privacy between the homes and the proposed building.

4. The proposed development will have an adequate and efficient site layout in terms of access, vehicular circulation, parking, and landscaping.

Facts to Support This Finding: The site will have two points of access off of W. Duarte Road. The two access points will provide efficient site circulation on the lot. The parking lot will also be modified to replace the parking spaces lost due to the construction of the proposed building. A total of 135 parking spaces will be provided, which would exceed the required 129 parking spaces. The drive aisles on site will also meet the minimum 25'-0" width required for two-way traffic. Additionally, the lot will retain much of the existing landscaping on site and new landscaping will be introduced around the proposed building to enhance the architectural design of the building.

5. The proposed development will be in compliance with all of the applicable criteria identified in Section 9107.19.040(C.5).

Facts to Support This Finding: 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, Deputy Development Services Director, Fire Marshal, and Public Works Services Director, or their respective designees. Additionally, the proposed development will be in compliance with the General Plan, Development Code, Density Bonus law for senior housing developments, the City's Design Guidelines, and all other applicable City regulations.

Removal of a Healthy Protected Tree

The following findings are required for the approval of the removal of a healthy protected tree per Development Code Section 9110.01.070.A.2.

1. Removal of a Healthy Protected Tree

Facts to Support This Finding: The removal of the two protected canary island pine trees and carrotwood trees are required since they are located near the proposed new building and in the parking lot area that will need to be reconfigured to meet the required parking and drive aisle width. The removal is required to provide a more efficient layout of the parking lot which otherwise would prohibit a minimum 25'-0" wide drive aisle from being constructed along the west side of the protected trees. Eight 36-inch box trees will be planted on site as replacements for the removed protected trees. This includes olive, fern pine, and marina strawberry trees. Therefore, the removal of a healthy protected tree is warranted to accommodate the proposed development.

Encroachment into a Protected Zone of Protected Trees

The following findings are required for the approval of the encroachment into a protected zone of protected trees per Development Code Section 9110.01.070.A.3.

1. Encroachment into a Protected Zone of Protected Trees

Facts to Support This Finding: The encroachment into the protected zone of nine protected trees is necessary for the parking lot for the site to be updated with adequate parking, drive aisles, and driveways that are in compliance with the Development Code and City requirements. The encroachments are not expected to harm the health of the protected trees and construction can adequately be done around the trees so long as work is done in compliance with the tree protection measures in the prepared Arborist Report. Therefore, the encroachment into the protected zone of the protected trees is warranted to accommodate the proposed development.

ENVIRONMENTAL ASSESSMENT

It has been determined that the project site is less than five (5) acres; the project site has no value as a habitat for endangered, rare or threatened species; the proposed project would not have any significant effects upon the environment, and the site can be adequately served by all the required utilities and public services. Therefore, the project is exempt under Class 32 (In-Fill Development Projects) pursuant to Section 15332 of the

State California Environmental Quality Act (CEQA) Guidelines. Refer to Attachment No. 5 for the Preliminary Exemption Assessment.

PUBLIC NOTICE/COMMENTS

A public hearing notice for this item was posted at the City Clerk's Office, City Council Chambers, at the Arcadia Library, and on the City's website on August 1, 2024. It was also mailed to the property owners located within 300 feet of the subject property. As of August 8, 2024, no comments were received regarding this project.

RECOMMENDATION

It is recommended that the Planning Commission adopt Resolution No. 2149 recommending approval of Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 for a new 9,520 square foot, two-story children ministry building at the Arcadia Chinese Baptist Church, subject to the following conditions of approval:

1. The project shall be developed and maintained by the Property Owner/Applicant in a manner that is consistent with the plans submitted and conditionally approved for Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10, subject to the satisfaction of the Deputy Development Services Director or designee.
2. The Property Owner/Applicant shall comply with all the measures listed in the Arborist Report that was prepared by a Certified Arborist, dated March 22, 2024, to ensure that all protected trees will not be harmed or impacted by any construction activities. Per the Arborist Report and conceptual landscape plan, eight 36-inch box trees shall replace the removed protected trees on site. If any of the protected trees do not survive prior to issuance of a Certificate of Occupancy from the Building Division, the tree shall be replaced, and the Deputy Development Services Director or designee has the discretion to approve the tree size and its location.
3. The Property Owner/Applicant shall be responsible for the repair of all damage to public improvements in the public right-of-way resulting from construction related activities, including, but not limited to, the movement and/or delivery of equipment, materials, and soils to and/or from the site. The need for such repair shall be determined by the Deputy Development Services Director, the Public Works Services Director, City Engineer, or designees, during construction and up until issuance of a Certificate of Occupancy.
4. The plans that are submitted to Building Services for plan-check shall comply with the latest adopted edition of the following codes as applicable:
 - a. California Building Code (CBC)
 - 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
5. An accessible route shall be provided to the new trash enclosure.
 6. Detectable warnings shall not be installed within the access aisle or within the drive aisle.
 7. At least one accessible route shall connect accessible buildings, accessible elements, and accessible spaces that are on the same site.
 8. The Property Owner/Applicant shall be required to remove the existing driveway approaches and construct new driveway approaches per City Standards with ADA access around each approach.
 9. A Low Impact Development (LID) plan is required for this development. It shall comply with the Los Angeles County Department of Public Works 2014 LID standard manual, and the measurements must be shown on the grading plan.
 10. The new building shall be fully fire sprinklered per the City of Arcadia Fire Department Commercial Sprinkler Standard. The fire sprinkler system shall be monitored by a UL listed central station. Notification appliances shall be provided in all common areas.
 11. An on-site minimum 26-foot-wide fire lane shall be provided on site from each driveway opening.
 12. The Property Owner/Applicant shall install a new fire hydrant on the west side of the street's frontage of the property on W. Duarte Road. The location shall be depicted on the site plan and shall be subject to review and approval by the Fire Marshall prior to issuance of a building permit for the project.
 13. Low-level exit signage shall be provided in all fire rated exit corridors.
 14. The Property Owner/Applicant shall utilize the existing sewer lateral(s) if possible. If any drainage fixture elevation is lower than the elevation of the next upstream manhole cover, an approved backwater valve will be required.
 15. In order to verify the required water service size for the project, the Property Owner/Applicant shall submit to the Public Works Services Department calculations for the maximum domestic use demand and maximum fire demand prior to the issuance of a building permit. Fire protection requirements shall be as stipulated by the Arcadia Fire Department and shall be conformed to Arcadia Standard Plan.

16. The Property Owner/Applicant shall provide separate water services and meters for specific commercial and outdoor irrigation uses. An approved backflow prevention device shall be installed for each water service
17. Prior to the issuance of a building permit, the Property Owner/Applicant shall submit a Water Meter Permit Application to the Public Works Services Department.
18. The Property Owner/Applicant shall provide a new water service installation. Installation shall be according to the specifications of the Public Works Services Department, Engineering Division. Abandonment of existing water services, if necessary, shall be completed by the Property Owner/Applicant, according to Public Works Services Department, Engineering Section specifications.
19. The Property Owner/Applicant shall provide the total number of trash and recycling enclosures that will be constructed for the property, including the measurements and dimensions allotted for each enclosure. Adequate space shall be provided to accommodate the refuse and recycling needs of the property. Trash carts shall be provided for trash, recycling, and organic waste.
20. The Property Owner/Applicant shall prepare a Low Impact Development (LID) Plan. The LID Plan must be approved prior to a building permit being issued for the project.
21. The Property Owner/Applicant shall comply with all City requirements regarding building safety, fire prevention, detection, suppression, emergency access, public right-of-way improvements, parking, water supply and water facilities, sewer facilities, trash reduction and recycling requirements, and National Pollutant Discharge Elimination System (NPDES) measures, all to the satisfaction of the Building Official, Fire Marshal, Public Works Services Director, and Deputy Development Services Director. Compliance with these requirements is to be determined by having fully detailed construction plans submitted for plan check review and approval by the foregoing City officials and employees.
22. 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 ADR 24-08, CUP 24-06, TRH 24-04, and TRE 24-10 ("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 the City that the deposit has fallen below the initial amount, Applicant/Property Owner 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 Applicant/Property Owner 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.

23. Approval of Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 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 project, the Commission should move to approve Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 and state that the proposal satisfies the requisite findings, and adopt the attached Resolution No. 2149 that incorporates the requisite environmental findings, and the conditions of approval as presented in this staff report, or as modified by the Commission.

Denial

If the Planning Commission is to deny this project, the Commission should state the specific findings that the proposal does not satisfy based on the evidence presented with

specific reasons for denial, and move to deny Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 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 July 23, 2024, Planning Commission Meeting, please contact Acting Senior Planner, Edwin Arreola, at (626) 821-4334, or earreola@ArcadiaCA.gov.

Approved:

A handwritten signature in blue ink, appearing to read 'Lisa L. Flores', with a stylized flourish extending to the right.

Lisa L. Flores
Deputy Development Services Director

- Attachment No. 1: Resolution No. 2149
- Attachment No. 2: Aerial Photo and Zoning Information
- Attachment No. 3: Architectural Plans and Renderings
- Attachment No. 4: Arborist Report
- Attachment No. 5: Preliminary Exemption Form

Attachment No. 1

Resolution No. 2149

RESOLUTION NO. 2149

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, APPROVING ARCHITECTURAL DESIGN REVIEW NO. ADR 24-08, CONDITIONAL USE PERMIT NO. CUP 24-06, HEALTHY TREE REMOVAL PERMIT NO. TRH 24-04 AND PROTECTED TREE ENCROACHMENT PERMIT NO. TRE 24-10 FOR A NEW TWO-STORY CHILDREN MINISTRY BUILDING AT THE ARCADIA CHINESE BAPTIST CHURCH LOCATED AT 100 W. DUARTE ROAD

WHEREAS, on April 23, 2024, applications for Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 were filed by Space Light Structure Design, Inc. (“Applicant”) on behalf of the Arcadia Chinese Baptist Church (“Property Owner”) for a new 9,520 square foot, two-story children ministry building for children’s Bible study and Sunday school services, the removal of four protected trees, and the encroachment of nine protected trees located at 100 W. Duarte Road (collectively, “Project”); and

WHEREAS, on July 23, 2024, 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 qualifies as a Class 32 Categorical Exemption under CEQA pursuant to Section 15332 of the CEQA Guidelines because the Project is considered an in-fill development project; and

WHEREAS, on August 13, 2024, 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 Development Services Department in the staff report dated August 13, 2024, are true and correct.

SECTION 2. This Commission finds that based upon the entire record, all of the following findings are satisfied:

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 complies with all other applicable provisions of the Development Code and the Municipal Code.

FACT: The Project will be associated with the primary use of a place of religious assembly and is consistent with the Arcadia General Plan which allows for other uses in the Low Density Residential Land Use Designation that are appropriate and consistent with single-family residential uses. The site is zoned R-1 (Low Density Residential) which under Development Code Section 9102.01.020, Table 2-1, allows places of religious assembly and its associated uses, subject to review and approval of a Conditional Use Permit. The new children ministry building will be used for children’s Sunday school and Bible study for the children of existing church members and allow for more space and flexibility for church groups to meet by providing a dedicated building for those uses. The Project will comply with all the applicable provisions of the Development Code and the Municipal Code. The Project will not adversely affect the comprehensive General Plan.

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 provide a dedicated area for youth and children services at the existing church, allowing the existing buildings to be utilized separately for other services by the church members. The site has been operating as a legal nonconforming place of religious assembly for 57 years without any known issues. The Project is expected to be used by existing church members and no additional traffic is expected to and from the site. Furthermore, the uses proposed within the Project are existing auxiliary uses to the church that will only be relocated to the new building. The Project will be setback more than the minimum required from the adjacent residential properties to the rear and will have a parking lot and landscape buffer between the building and the residential uses. The project site is adequate in size and location to accommodate the Project. Therefore, the proposed activity will be 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, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood.

FACT: The Project meets all of the applicable Development Code standards such as FAR, lot coverage, height, and setbacks and the 2.78-acre site is physically suitable to accommodate the Project and the existing facility. The Project is more than adequate in size and design for the Sunday school and Bible study uses proposed to take place within the building. The Project will consist of 14 classrooms, a food preparation area, an

assembly space, and restrooms. The parking lot will be modified to provide sufficient parking and new landscaping will be provided along with existing landscaping to accentuate the site. Therefore, the site is adequate to accommodate the place of religious assembly.

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

FACT: The site is located along W. Duarte Road with two driveway access points to the parking lot. W. Duarte Road is adequate in width and pavement type to carry the traffic generated by the existing church use, including adequate access for emergency vehicles. The Project will not impact these rights-of-ways, as no additional traffic is expected to be generated by the improvements on site.

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

FACT: The Fire and Police Departments 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: It has been determined that the existing infrastructure and public utilities can handle the demand for the Project, and no upgrades are required. Therefore, no impacts to the provision of utilities are anticipated.

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 will not adversely affect the surrounding residential and church uses. The Arcadia Chinese Baptist Church currently operates as a legal nonconforming place of religious assembly with uses such as Sunday school and Bible study. This Project will provide a dedicated area for youth and children services, which currently has to take place in a space off-site at another neighboring church. The Project will allow additional space and flexibility for the site. No additional traffic is expected to be generated as the Project will serve the children of existing church members. The Project proposes setbacks that exceed the minimum requirement, including a 73'-9" setback from the residential properties at the rear. Therefore, the Project will not adversely affect the public in general nor will it impact the uses in the vicinity and zone in which the property is located.

Architectural Design Review

5. The proposed development is in compliance with all applicable development standards and regulation in the Development Code.

FACT: The Project is in compliance with all of the applicable development standards for the R-1 zone, such as the FAR, lot coverage, maximum height, setbacks, and parking. Therefore, the Project meets the intent of this finding.

6. The proposed development is consistent in the objectives and standards of the applicable Design Guidelines.

FACT: The Project is designed in a Contemporary architectural style. The design contains architectural features and materials associated with the proposed architectural style and provides a timeless design that complements and is in scale with the existing

buildings on site. Despite being placed away from the public right-of-way, the design of the Project meets the intent of the City's Design Guidelines by providing varied massing, materials, and articulation on each of the building façades to help break up the elevations. Therefore, the Project has been designed to be consistent with the City's Design Guidelines.

7. The proposed development is compatible in terms of scale and aesthetic design with surrounding properties and developments.

FACT: The Project is compatible in terms of scale and design with the existing buildings on site, the surrounding church properties, and the residential properties to the rear of the site. The overall design has a balanced and aesthetically pleasing design with the use of neutral tone colors and Contemporary architectural elements which gives the Project a timeless look that still fits in with the older buildings on site. The size and scale of the Project will also be compatible with the existing church buildings on the site and the adjacent properties. The Project will also be setback 73'-9" from the residential properties to the rear providing a sufficient buffer and minimizing privacy between the homes and the Project.

8. The proposed development will have an adequate and efficient site layout in terms of access, vehicular circulation, parking, and landscaping.

FACT: The site will have two points of access off of W. Duarte Road. The two access points will provide efficient site circulation on the lot. The parking lot will also be modified to replace the parking spaces lost due to the construction of the Project. A total of 135 parking spaces will be provided, which would exceed the required 129 parking spaces. The drive aisles on site will also meet the minimum 25'-0" width required for two-

way traffic. Additionally, the lot will retain much of the existing landscaping on site and new landscaping will be introduced around the building to enhance the architectural design of the Project.

9. The proposed development will be in compliance with all of the applicable criteria identified in Section 9107.19.040(C.5).

FACT: 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, Deputy Development Services Director, Fire Marshal, and Public Works Services Director, or their respective designees. Additionally, the proposed development will be in compliance with the General Plan, Development Code, Density Bonus law for senior housing developments, the City's Design Guidelines, and all other applicable City regulations.

Removal of a Healthy Protected Tree

10. Removal of a Healthy Protected Tree

FACT: The removal of the two protected canary island pine trees and carrotwood trees are required since they are located near the Project and in the parking lot area that will need to be reconfigured to meet the required parking and drive aisle width. The removal is required to provide a more efficient layout of the parking lot which otherwise would prohibit a minimum 25'-0" wide drive aisle from being constructed along the west side of the protected trees. Eight 36-inch box trees will be planted on site as replacements for the removed protected trees. This includes olive, fern pine, and marina strawberry

trees. Therefore, the removal of a healthy protected tree is warranted to accommodate the proposed development.

Encroachment into a Protected Zone of Protected Trees

11. Encroachment into a Protected Zone of Protected Trees

FACT: The encroachment into the protected zone of nine protected trees is necessary for the parking lot for the site to be updated with adequate parking, drive aisles, and driveways that are in compliance with the Development Code and City requirements. The encroachments are not expected to harm the health of the protected trees and construction can adequately be done around the trees so long as work is done in compliance with the tree protection measures in the prepared Arborist Report. Therefore, the encroachment into the protected zone of the protected trees is warranted to accommodate the Project.

SECTION 3. Pursuant to the provisions of the California Environmental Quality Act (“CEQA”), this Project is a Class 32 Categorical Exemption as an infill-development project per Section 15332 of the CEQA Guidelines.

SECTION 4. For the foregoing reasons the Planning Commission determines that the Project is Categorically Exempt under the California Environmental Quality Act (“CEQA”) Section 15332 , Class 32, and approves Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 for a new 9,520 square foot, two-story children ministry building for children’s Bible study and Sunday school services, the removal of four protected trees, and the encroachment of nine protected trees located at 100 W. Duarte Road, subject to the conditions of approval attached hereto.

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

[SIGNATURES ON THE NEXT PAGE]


Passed, approved and adopted this 13th day of August, 2024.

Marilynne Wilander
Vice Chair, Planning Commission

ATTEST:

Lisa L. Flores
Secretary

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

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RESOLUTION NO. 2149

Conditions of Approval

1. The project shall be developed and maintained by the Property Owner/Applicant in a manner that is consistent with the plans submitted and conditionally approved for Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10, subject to the satisfaction of the Deputy Development Services Director or designee.
2. The Property Owner/Applicant shall comply with all the measures listed in the Arborist Report that was prepared by a Certified Arborist, dated March 22, 2024, to ensure that all protected trees will not be harmed or impacted by any construction activities. Per the Arborist Report and conceptual landscape plan, eight 36-inch box trees shall replace the removed protected trees on site. If any of the protected trees do not survive prior to issuance of a Certificate of Occupancy from the Building Division, the tree shall be replaced, and the Deputy Development Services Director or designee has the discretion to approve the tree size and its location.
3. The Property Owner/Applicant shall be responsible for the repair of all damage to public improvements in the public right-of-way resulting from construction related activities, including, but not limited to, the movement and/or delivery of equipment, materials, and soils to and/or from the site. The need for such repair shall be determined by the Deputy Development Services Director, the Public Works Services Director, City Engineer, or designees, during construction and up until issuance of a Certificate of Occupancy.
4. The plans that are submitted to Building Services for plan-check shall comply with the latest adopted edition of the following codes as applicable:
 - a. California Building Code (CBC)
 - 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
5. An accessible route shall be provided to the new trash enclosure.
6. Detectable warnings shall not be installed within the access aisle or within the drive aisle.

7. At least one accessible route shall connect accessible buildings, accessible elements, and accessible spaces that are on the same site.
8. The Property Owner/Applicant shall be required to remove the existing driveway approaches and construct new driveway approaches per City Standards with ADA access around each approach.
9. A Low Impact Development (LID) plan is required for this development. It shall comply with the Los Angeles County Department of Public Works 2014 LID standard manual, and the measurements must be shown on the grading plan.
10. The new building shall be fully fire sprinklered per the City of Arcadia Fire Department Commercial Sprinkler Standard. The fire sprinkler system shall be monitored by a UL listed central station. Notification appliances shall be provided in all common areas.
11. An on-site minimum 26-foot-wide fire lane shall be provided on site from each driveway opening.
12. The Property Owner/Applicant shall install a new fire hydrant on the west side of the street's frontage of the property on W. Duarte Road. The location shall be depicted on the site plan and shall be subject to review and approval by the Fire Marshall prior to issuance of a building permit for the project.
13. Low-level exit signage shall be provided in all fire rated exit corridors.
14. The Property Owner/Applicant shall utilize the existing sewer lateral(s) if possible. If any drainage fixture elevation is lower than the elevation of the next upstream manhole cover, an approved backwater valve will be required.
15. In order to verify the required water service size for the project, the Property Owner/Applicant shall submit to the Public Works Services Department calculations for the maximum domestic use demand and maximum fire demand prior to the issuance of a building permit. Fire protection requirements shall be as stipulated by the Arcadia Fire Department and shall be conformed to Arcadia Standard Plan.
16. The Property Owner/Applicant shall provide separate water services and meters for specific commercial and outdoor irrigation uses. An approved backflow prevention device shall be installed for each water service
17. Prior to the issuance of a building permit, the Property Owner/Applicant shall submit a Water Meter Permit Application to the Public Works Services Department.
18. The Property Owner/Applicant shall provide a new water service installation. Installation shall be according to the specifications of the Public Works Services Department, Engineering Division. Abandonment of existing water services, if

necessary, shall be completed by the Property Owner/Applicant, according to Public Works Services Department, Engineering Section specifications.

19. The Property Owner/Applicant shall provide the total number of trash and recycling enclosures that will be constructed for the property, including the measurements and dimensions allotted for each enclosure. Adequate space shall be provided to accommodate the refuse and recycling needs of the property. Trash carts shall be provided for trash, recycling, and organic waste.
20. The Property Owner/Applicant shall prepare a Low Impact Development (LID) Plan. The LID Plan must be approved prior to a building permit being issued for the project.
21. The Property Owner/Applicant shall comply with all City requirements regarding building safety, fire prevention, detection, suppression, emergency access, public right-of-way improvements, parking, water supply and water facilities, sewer facilities, trash reduction and recycling requirements, and National Pollutant Discharge Elimination System (NPDES) measures, all to the satisfaction of the Building Official, Fire Marshal, Public Works Services Director, and Deputy Development Services Director. Compliance with these requirements is to be determined by having fully detailed construction plans submitted for plan check review and approval by the foregoing City officials and employees.
22. 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 ADR 24-08, CUP 24-06, TRH 24-04, and TRE 24-10 ("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 the City that the deposit has fallen below the initial amount, Applicant/Property Owner 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 Applicant/Property Owner 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.

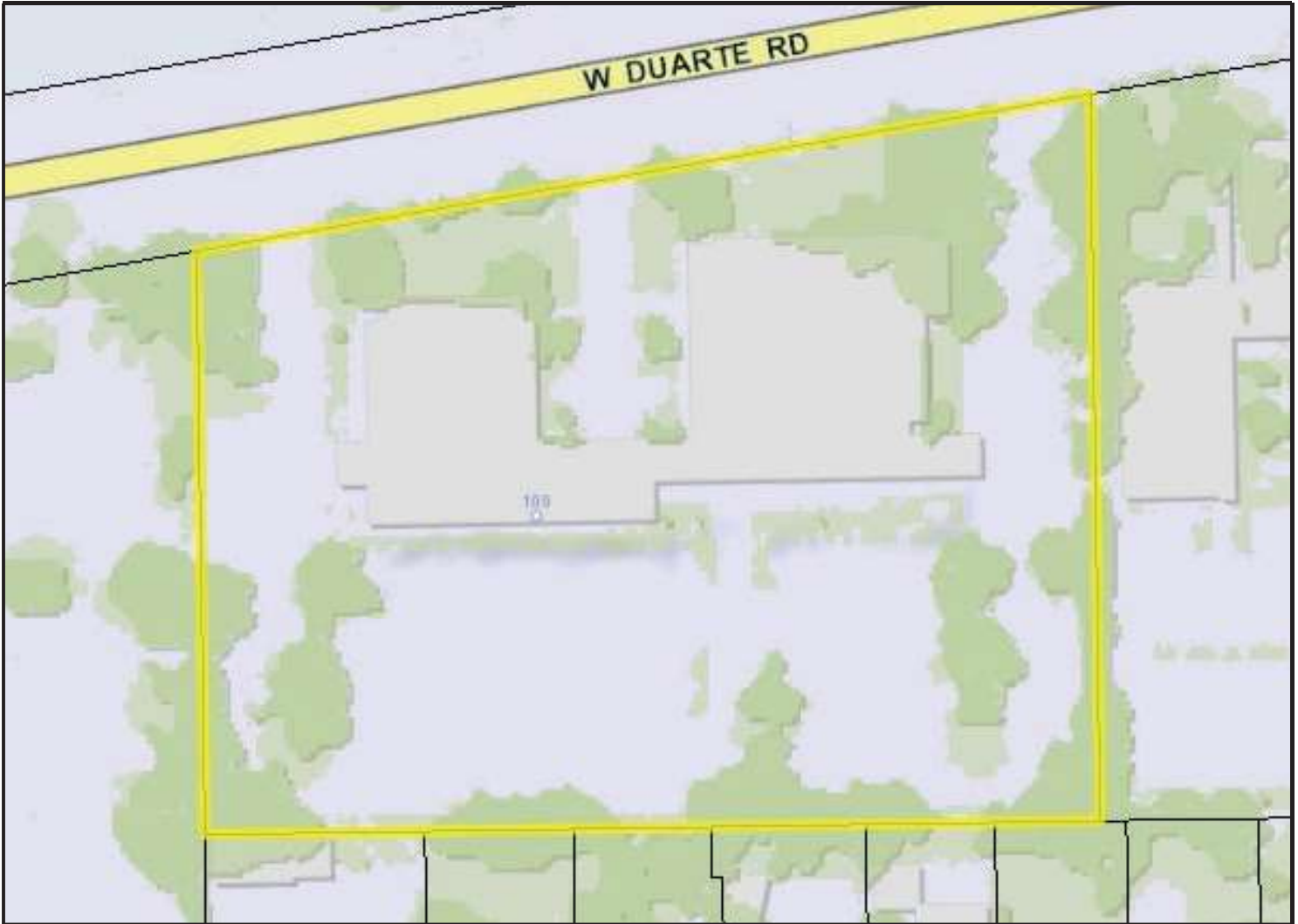
23. Approval of Architectural Design Review No. ADR 24-08, Conditional Use Permit No. CUP 24-06, Healthy Tree Removal Permit No. TRH 24-04, and Protected Tree Encroachment Permit No. TRE 24-10 shall not be in effect unless the Property Owner and Applicant have executed and filed the Acceptance Form with 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 with Zoning Information &
Photos of the Subject Site

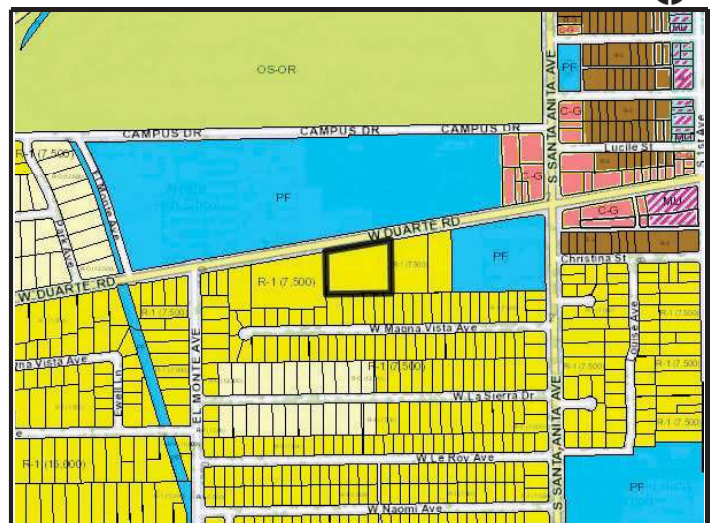
Site Address: 100 W DUARTE RD

Property Owner(s): Property Owner



Property Characteristics	
Zoning:	R-1 (7,500)
General Plan:	LDR
Lot Area (sq ft):	
Main Structure / Unit (sq. ft.):	17,056
Year Built:	1967
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



1. FRONT ELEVATION



2. WEST ELEVATION

ARCADIA CHINESE BAPTIST CHURCH

100 W DUARTE RD, ARCADIA, CA 91007

SITE AND NEIGHBOR PHOTOS

SPACE LIGHT STRUCTURE DESIGN



3. SW BIRDS EYE VIEW



4. SE BIRDS EYE VIEW



5. COURTYARD - NORTH



6. SANCTUARY - WEST



7



8



9



10



11



12



13



14



 VICINITY MAP
NOT TO SCALE

ARCADIA CHINESE BAPTIST CHURCH

100 W DUARTE RD, ARCADIA, CA 91007

SITE AND NEIGHBOR PHOTOS

SPACE LIGHT STRUCTURE DESIGN

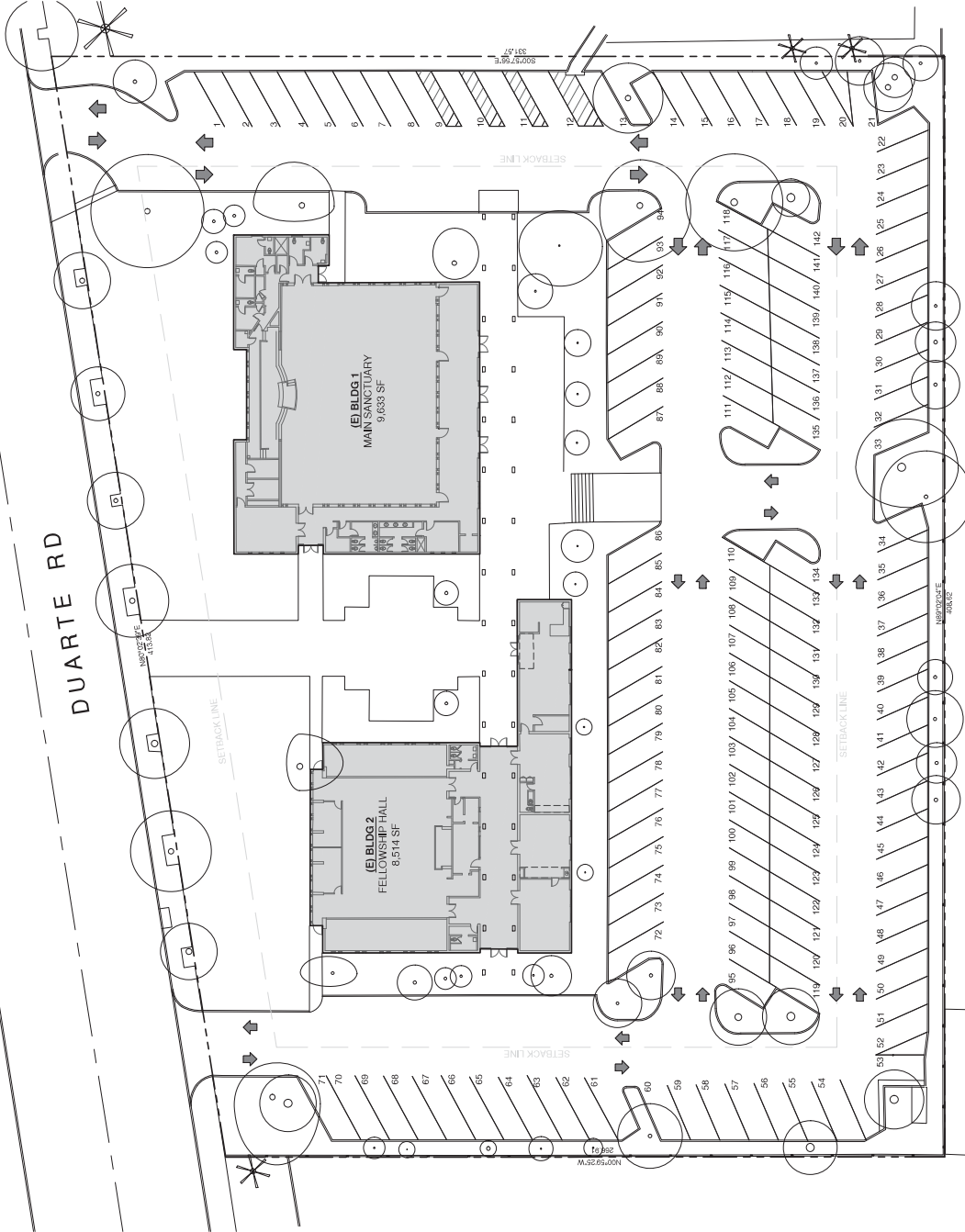
Attachment No. 3

Architectural Plans and
Renderings

DATE	
REVISION	
DATE	04/26/2005

EXISTING SITE PLAN NOTES

HATCH INDICATES EXISTING BUILDING TO REMAIN




ARCADIA CHINESE BAPTIST CHURCH

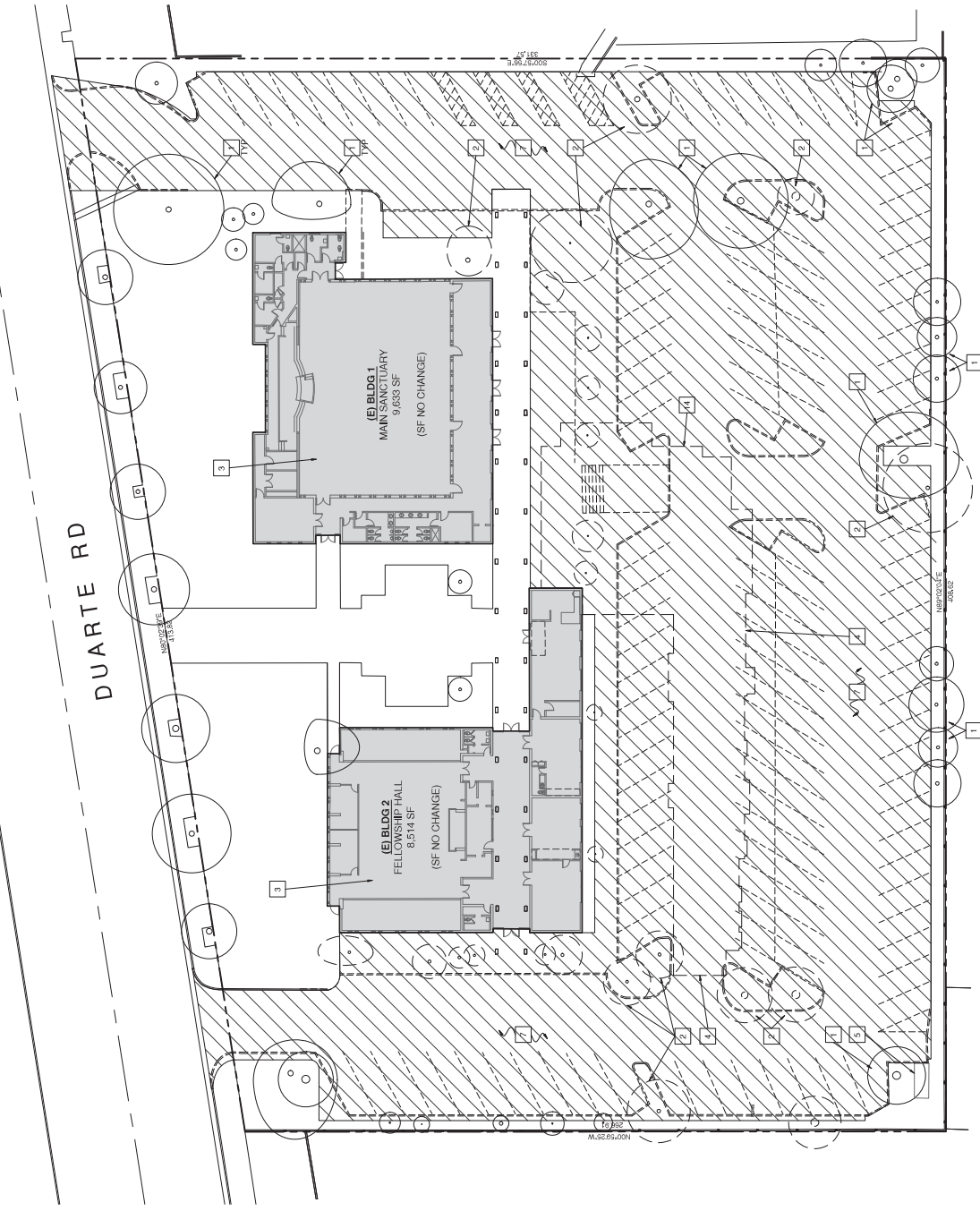
100 WEST DUARTE RD., ARCADIA, CA 91007

DATE	
REVISION	
DATE	04/26/2020

DEMO PLAN NOTES

- 1 EXISTING TREE TO REMAIN
- 2 EXISTING TREE TO BE REMOVED
- 3 EXISTING BUILDING TO REMAIN
- 4 PROPOSED NEW BUILDING
- 5 EXISTING TRANSFORMER TO REMAIN
- 6 EXISTING UTILITY TO REMAIN
- 7 REFRESH ASPHALT CONCRETE DRIVEWAY PER CIVIL DRAWING.
- 8 NEW LANDSCAPING

-  HATCH INDICATES AREA SCOPE OF WORK
-  LINE INDICATES AREA OF DEMOLITION
-  HATCH INDICATES EXISTING BUILDING TO REMAIN



NORTH 

DEMO PLAN
SCALE: 1" = 30'-0"

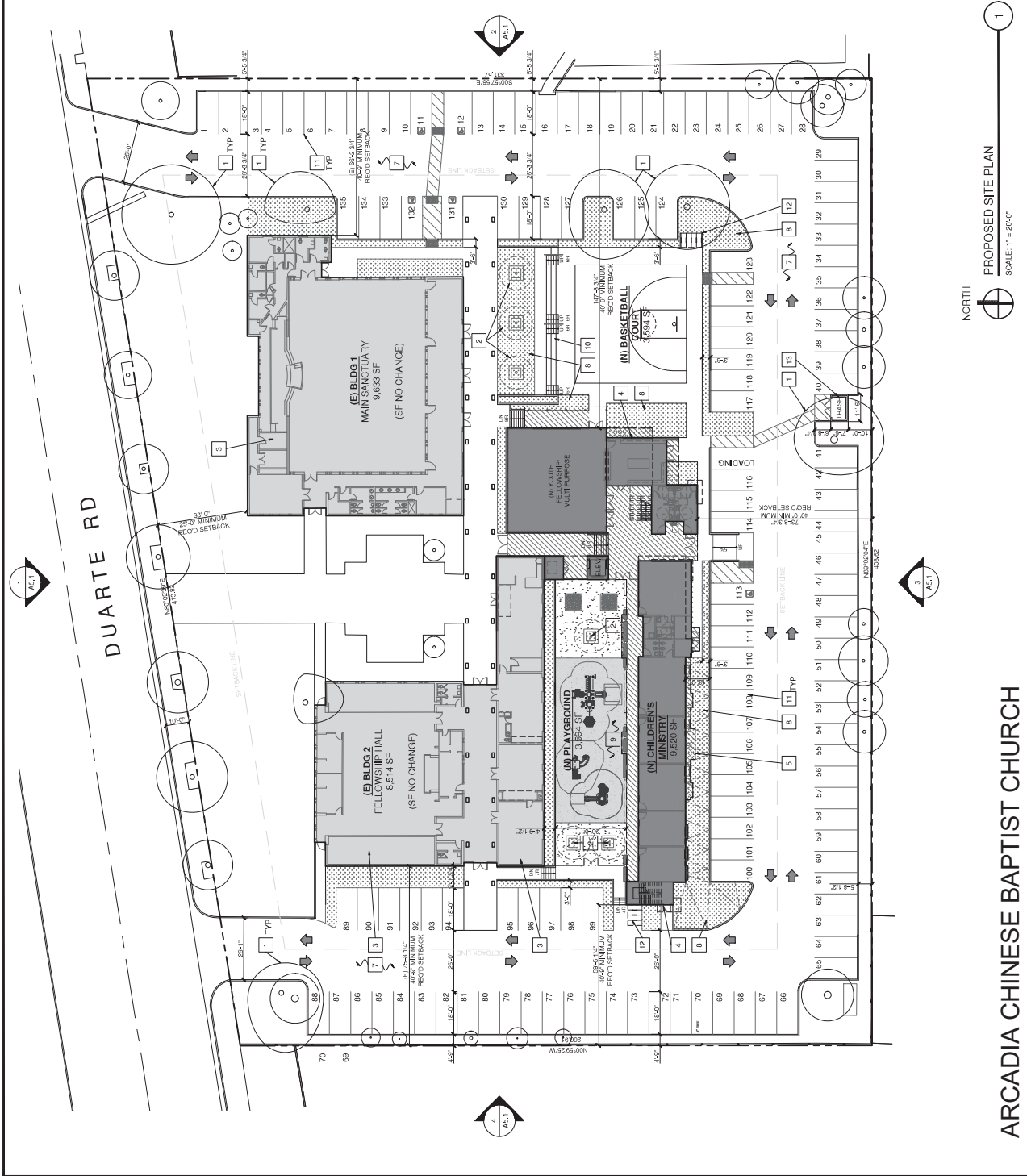
ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

DATE	
REVISION	
DATE	04/26/2005

- SITE PLAN NOTES**
- EXISTING TREE TO REMAIN
 - NEW TREES AT COURTYARD
 - EXISTING BUILDING TO REMAIN
 - PROPOSED NEW BUILDING
 - LINE OF SECOND FLOOR ABOVE
 - EXISTING UTILITY TO REMAIN
 - NEW ASPHALT CONCRETE DRIVEWAY, PARKING SPACES TO BE RESTRIPTED AND RECONFIGURED.
 - NEW LANDSCAPING
 - NEW PLAYGROUND W/ PLAY EQUIPMENT, RUBBER FLOOR
 - CONCRETE BENCHES
 - TYPICAL STANDARD STALL DIMENSIONS 6'-0" X 18'-0" W/ MIN. 2'-0" PLANTER CURB.
 - TYPICAL ADA STALL DIMENSION 9'-0" X 20'-0" WITH MIN. 2'-0" PLANTER CURB.
 - NEW BICYCLE PARKING LOCATION
 - NEW TRASH ENCLOSURE LOCATION

- SITE PLAN LEGENDS**
- HATCH INDICATES EXISTING BUILDING
 - HATCH INDICATES PROPOSED ADDITION
 - HATCH INDICATES PROPOSED BUILDING COVERAGE
 - HATCH INDICATES PROPOSED PLAY GROUND
 - HATCH INDICATES PROPOSED PLAY GROUND W/ RUBBER FLOOR MATERIAL
 - HATCH INDICATES PROPOSED LANDSCAPING AREA



PROPOSED SITE PLAN
SCALE: 1" = 30'-0"

ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

Date: 04/26/2016

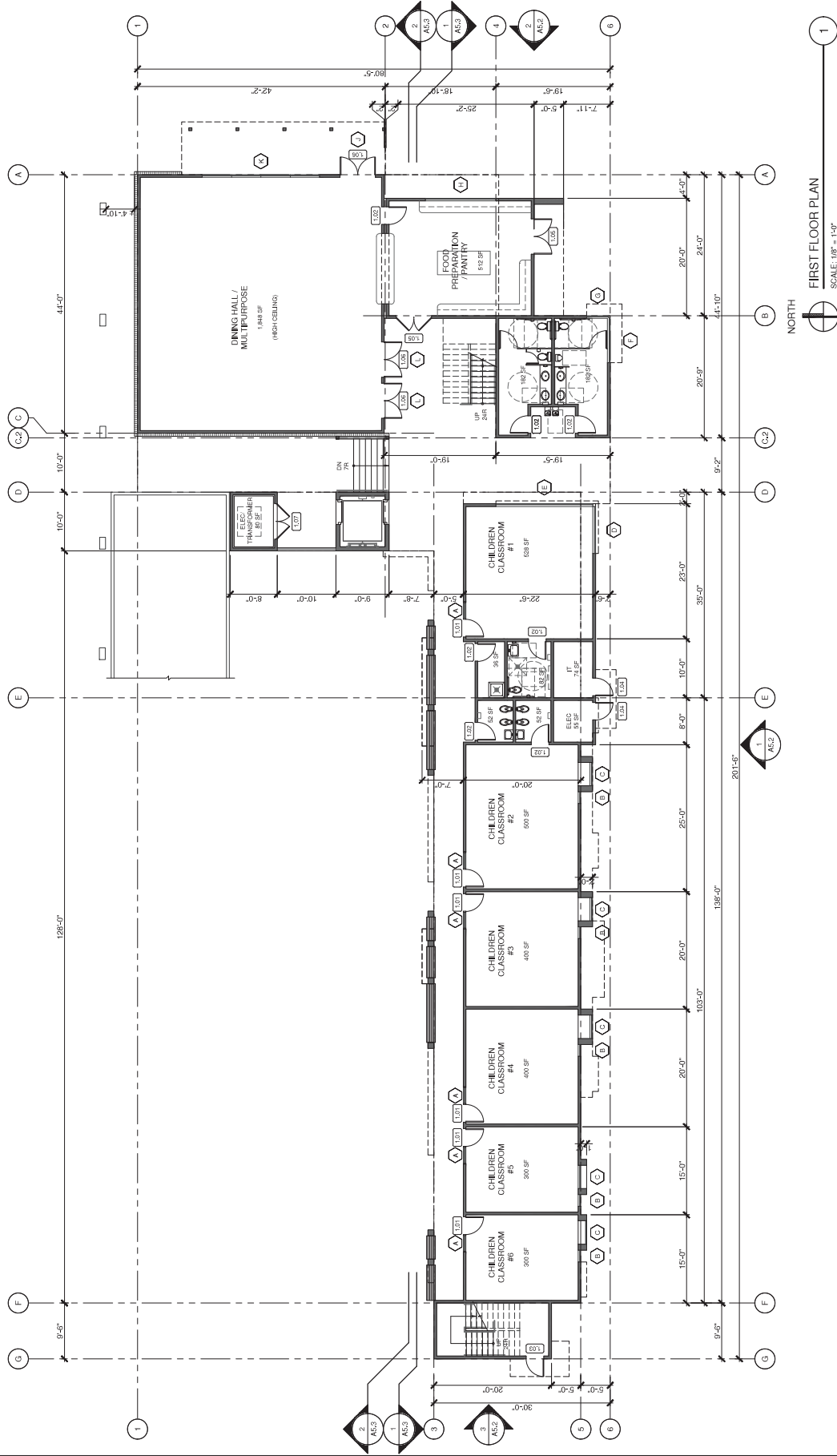
Drawn: _____

100 W DUARTE RD, ARCADIA, CA 91007

1414 FAIR OAKS AVE., SUITE 3
SOUTH PASADENA, CA 91030
TEL: 626.799.8818 FAX: 626.799.8823
ARCHITECTURE PLANNING INTERIORS

Space Light Structure Design SLS&D

ARCADIA CHINESE BAPTIST CHURCH



ARCADIA CHINESE BAPTIST CHURCH

Date: 04/26/2016

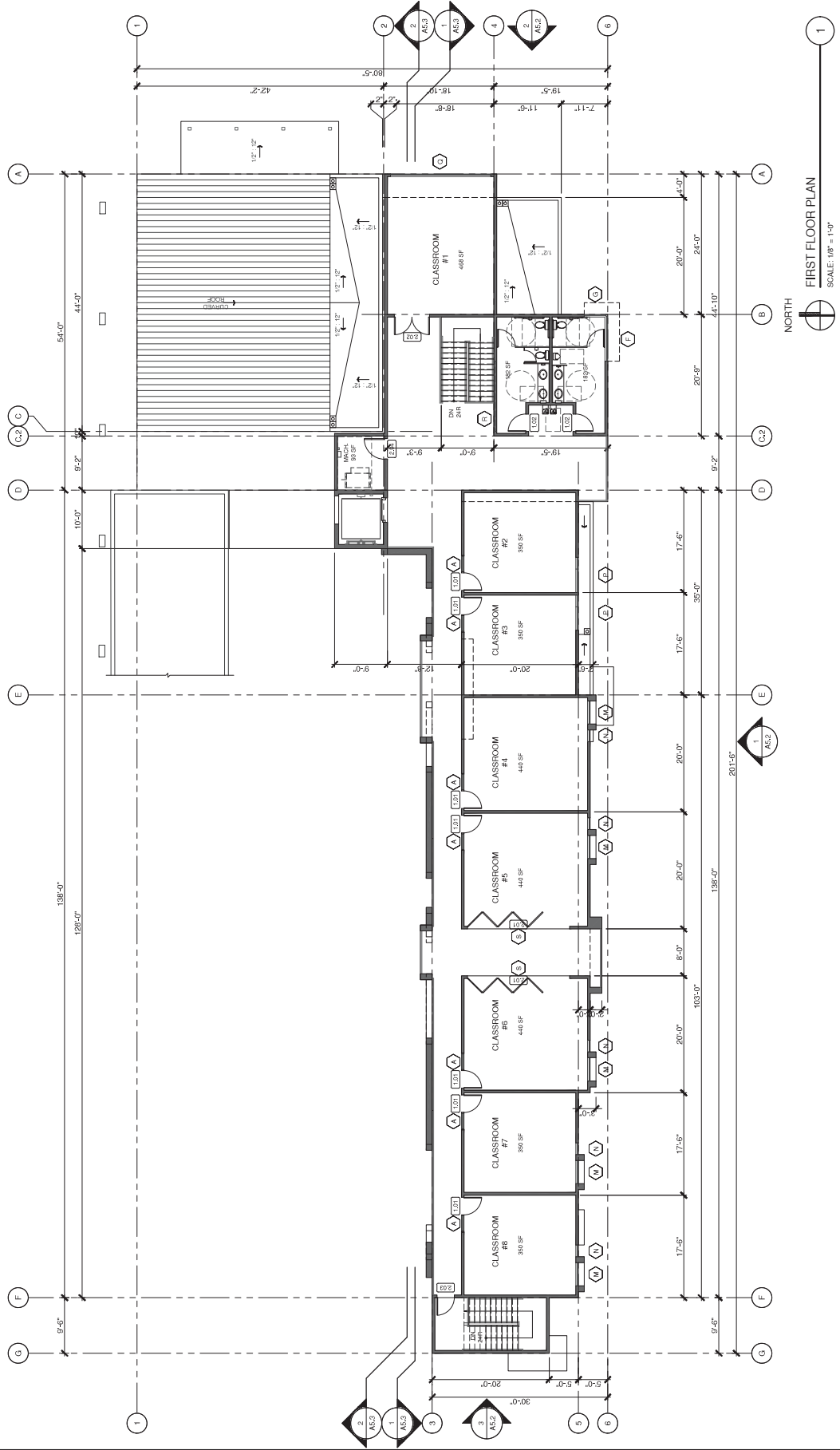
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100 W DUARTE RD, ARCADIA, CA 91007

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ARCHITECTURE
PLANNING
INTERIORS

Space Light Structure Design
SLS D

ARCADIA CHINESE BAPTIST CHURCH



FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

Date: 04/26/2010

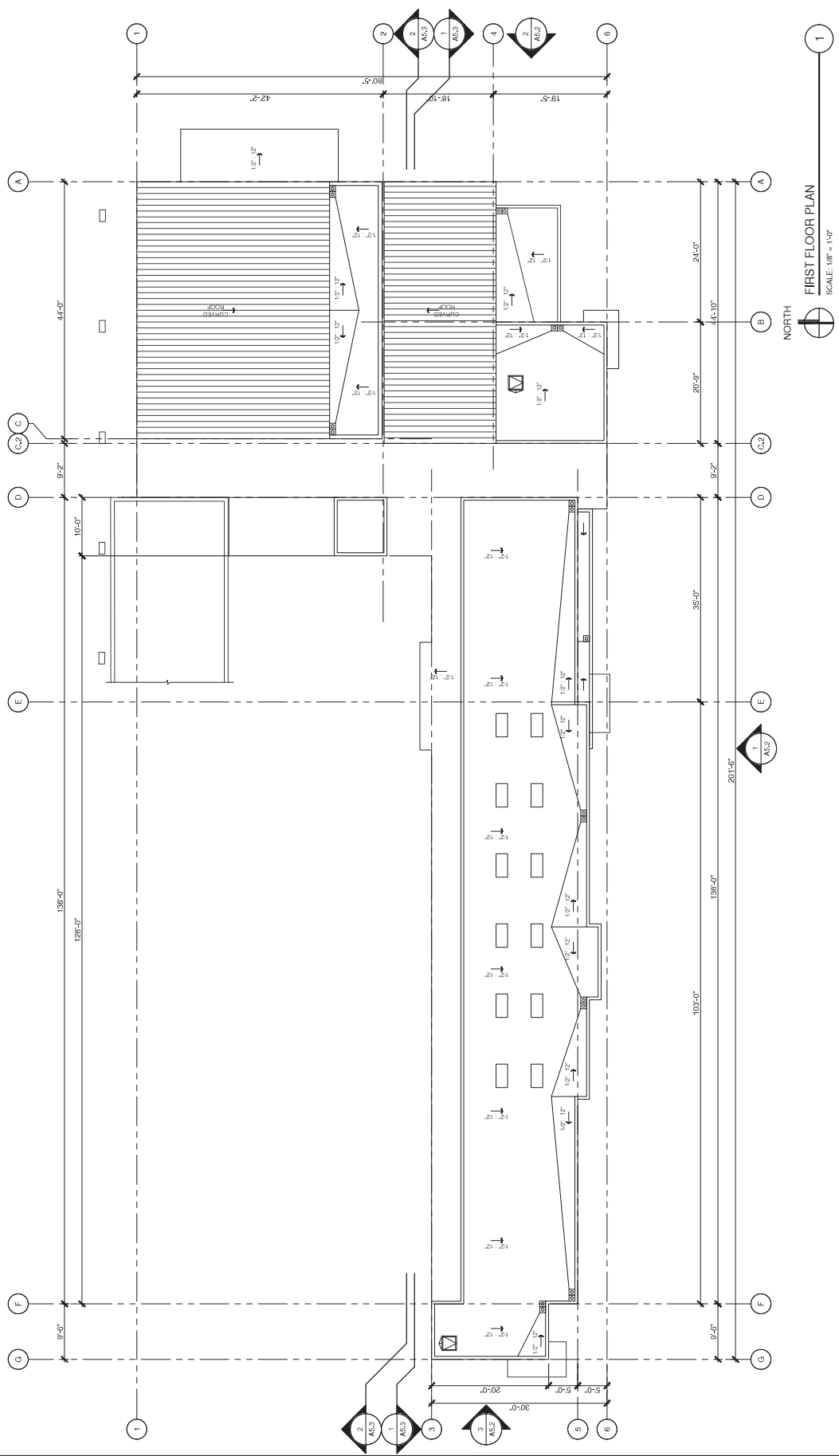
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ARCADIA CHINESE BAPTIST CHURCH

100 W DUARTE RD, ARCADIA, CA 91007

1414 FAIR OAKS AVE., SUITE 3
SOUTH PASADENA, CA 91030
TEL: 626.799.8818 FAX: 626.799.8823

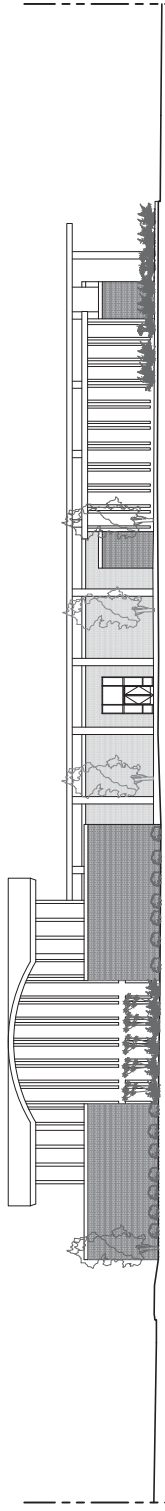
Space Light Structure Design
SLSLD ARCHITECTURE PLANNING INTERIORS



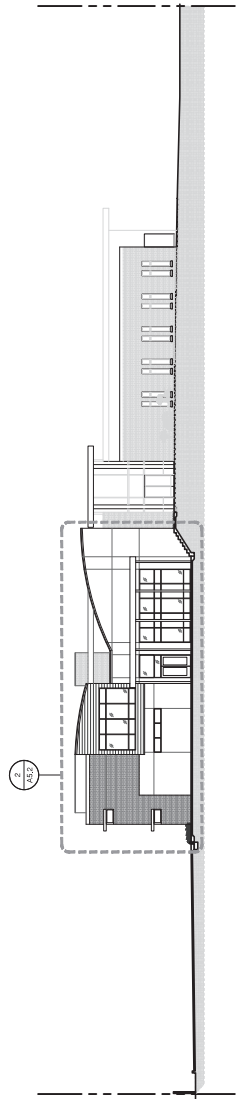
FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



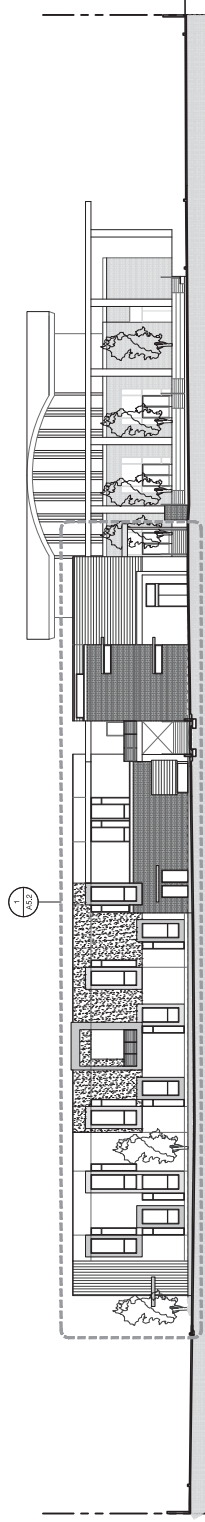
DATE	
DATE	
DATE	
DATE	



1
(E) OVERALL NORTH ELEVATION
SCALE: 1/16" = 1'-0"



2
OVERALL EAST ELEVATION
SCALE: 1/16" = 1'-0"



3
OVERALL SOUTH ELEVATION
SCALE: 1/16" = 1'-0"

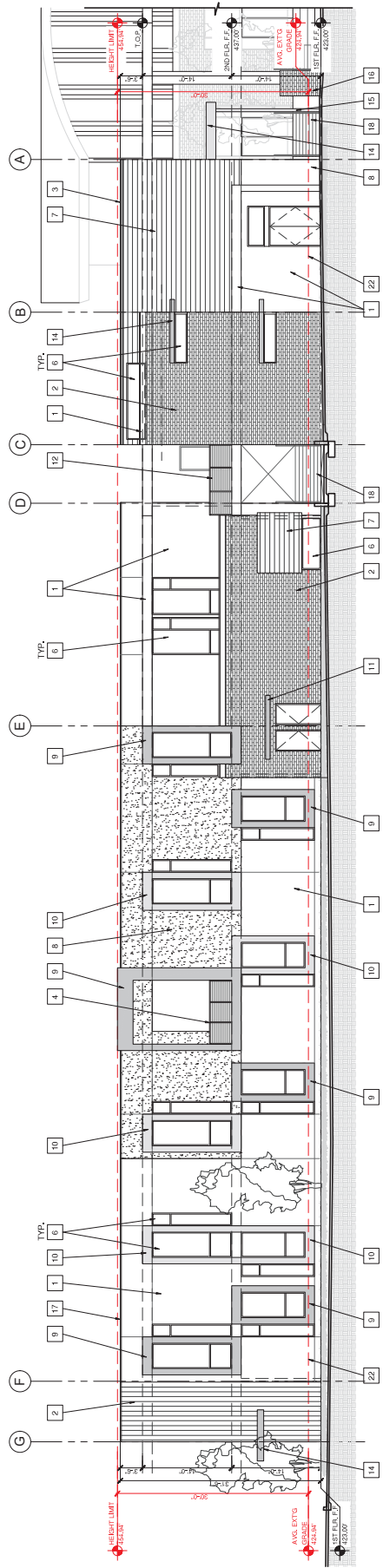


4
OVERALL WEST ELEVATION
SCALE: 1/16" = 1'-0"

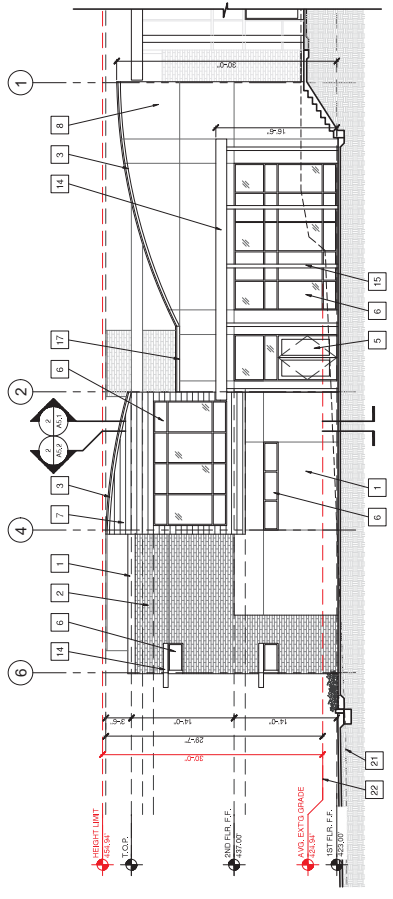
ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

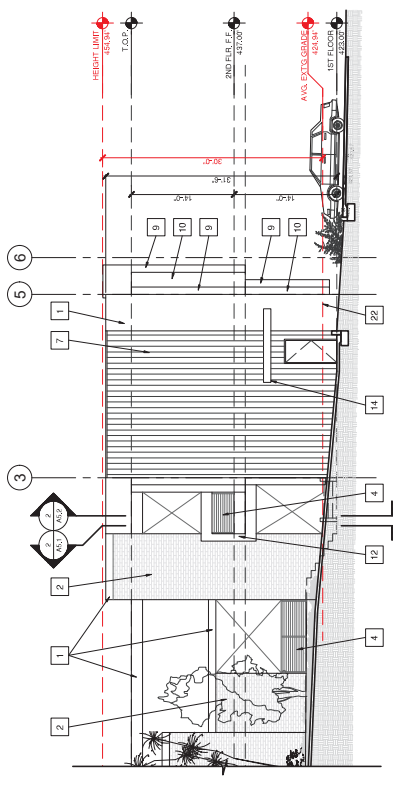
Revision	Date



PROPOSED SOUTH ELEVATION (ENLARGED)
SCALE: 1/8" = 1'-0"



PROPOSED EAST ELEVATION (ENLARGED)
SCALE: 1/8" = 1'-0"



PROPOSED WEST ELEVATION (ENLARGED)
SCALE: 1/8" = 1'-0"

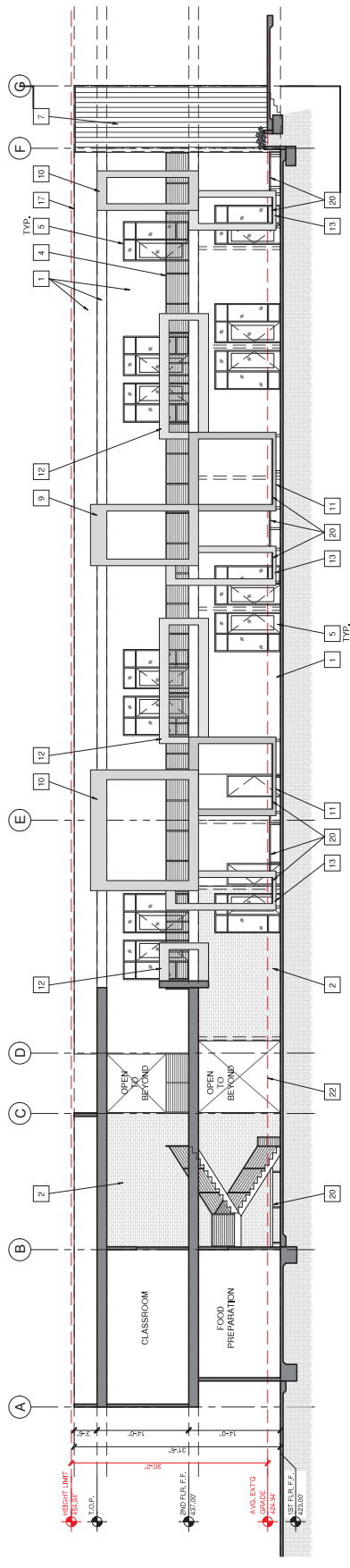
ELEVATION NOTES

- | | | |
|--|---|---|
| <ul style="list-style-type: none"> 1 LA HABRA STUCCO
COLOR: TO MATCH STUCCO COLOR OF EXISTING BUILDING 2 BRICK VENEER
COLOR & SIZE: TO MATCH EXISTING BUILDING 3 METAL ROOFING SYSTEM: ATAS INTERNATIONAL INC., STANDARD SEAM SHINGLE, COLOR: ALMOND, SANDSTONE, BONE WHITE 4 CABLE RAILING 5 2" X 4 1/2" ALUMINUM STOREFRONT FRAME SYSTEM BY ARCADIA INC. 6 2" X 6" ALUMINUM CURTAIN-WALL WINDOW FRAME SYSTEM BY ARCADIA INC. 7 WOOD VENEER GLAZING, 1" CONSIDERED METAL PANELS, TONGUE & GROOVE PLANK GLAZING, COLOR: LEFT NATURAL WALNUT | <ul style="list-style-type: none"> 8 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE148 ALMOND LATTE 9 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE3000 BURMESE GOLD 10 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE296 GRANOLA 11 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE775 IRON GREEK 12 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE563 ALOE PLANT 13 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE128 CULTURED ROSE | <ul style="list-style-type: none"> 14 CANOPY
PAINT COLOR: DUNN EDWARDS' DEE3000 BURMESE GOLD 15 COLUMNS
PAINT COLOR: DUNN EDWARDS' DEE3000 BURMESE GOLD 16 PLANTER PER LANDSCAPING PLAN 17 PARAPET 18 STAIRS WITH GUARDRAILS 19 FOOD BAR WINDOW 20 BENCH |
|--|---|---|

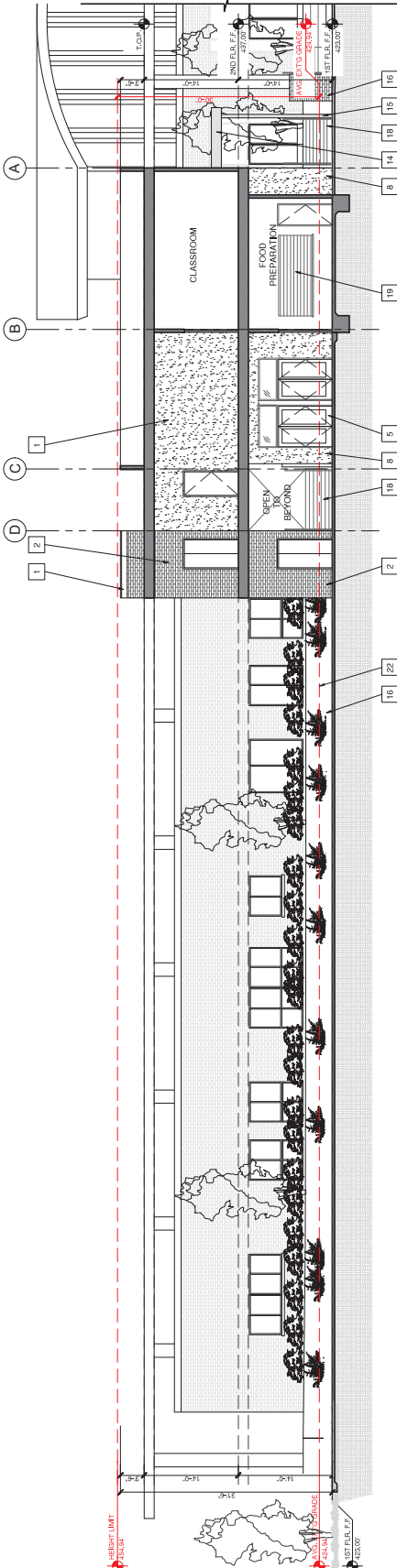
- 21 LINE INDICATES EXISTING GRADE
- 22 LINE INDICATES AVERAGE GRADE

ARCADIA CHINESE BAPTIST CHURCH

Revision	Date



PROPOSED NORTH ELEVATION / SECTION 1
SCALE: 1/8" = 1'-0"



BUILDING SECTION 2
SCALE: 1/8" = 1'-0"

ELEVATION NOTES

- 1 LA HABRA STUCCO
COLOR: TO MATCH STUCCO COLOR OF EXISTING BUILDING
- 2 BRICK VENEER
COLOR & SIZE: TO MATCH EXISTING BUILDING
- 3 METAL ROOFING SYSTEM: ATAS INTERNATIONAL INC., STANDARD SEAM SHINGLE, COLOR: ALMOND, SANDSTONE, BONE WHITE.
- 4 CABLE RAILING
- 5 2" X 4 1/2" ALUMINUM STOREFRONT FRAME SYSTEM BY ARCADIA INC.
- 6 2" X 6" ALUMINUM CURTAIN-WALL WINDOW FRAME SYSTEM BY ARCADIA INC.
- 7 WOOD VENEER: CONSIDER 1" CONSIDER METAL PANELS, TONGUE & GROOVE PLANK CLADDING PATTERN ORIENTATION PER ELEVATION. COLOR: LIGHT NATIONAL WALNUT
- 8 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE148 ALMOND LATTE
- 9 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE300 BURMESE GOLD
- 10 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE296 GRANOLA
- 11 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE775 IRON GREEK
- 12 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE563 ALOE PLANT
- 13 EXTERIOR PLASTER
PAINT COLOR: DUNN EDWARDS' DEE125 CULTURED ROSE
- 14 CANOPY
PAINT COLOR: DUNN EDWARDS' DEE300 BURMESE GOLD
- 15 COLUMNS
- 16 PLANTER PER LANDSCAPING PLAN
- 17 PARAPET
- 18 STAIRS WITH GUARDRAILS
- 19 FOOD BAR WINDOW
- 20 BENCH
- 21 LINE INDICATES EXISTING GRADE
- 22 LINE INDICATES AVERAGE GRADE

ARCADIA CHINESE BAPTIST CHURCH

WINDOW SCHEDULE

NOTE: ALL TYPES, MATERIAL, OPERATIONS OF WINDOWS, STOREFRONTS, CURTAIN WALL SYSTEMS, ETC.

WINDOW #	WINDOW		HEIGHT	TYPE	FRAME		FINISH	GLAZING	OPERATION	NOTES
	WIDTH	DEPTH			MATERIAL	FINISH				
1	6'-0"	10'-0"								
2	2'-0"	11'-6"								
3	4'-0"	10'-0"								
4	8'-0"	3'-0"								
5	16'-0"	3'-0"								
6	8'-0"	2'-0"								
7	4'-0"	2'-0"								
8	12'-0"	2'-0"								
9	6'-4"	14'-0"								
10	20'-0"	14'-0"								
11	6'-4"	11'-0"								
12	4'-0"	12'-6"								
13	2'-0"	12'-6"								
14	2'-0"	12'-6"								
15	6'-0"	12'-6"								
16	17'-0"	10'-0"								
17	3'-0"	12'-0"								
18	17'-0"	12'-6"								

DOOR SCHEDULE

DOOR #	WIDTH	HEIGHT	THK	DOOR MATERIAL	FRAME MATERIAL	RATING	NOTES
101	3'-0"	8'-0"	1 3/4"	STOREFRONT DOOR			
102	3'-0"	8'-0"	1 3/4"	HOLLOW METAL DOOR			
103	3'-0"	8'-0"	1 3/4"	HOLLOW METAL DOOR			
104	3'-0"	8'-0"	1 3/4"	HOLLOW METAL DOOR			
105	3'-0"	8'-0"	1 3/4"	DOUBLE HOLLOW METAL DOORS			
106	3'-0"	8'-0"	1 3/4"	DOUBLE STOREFRONT DOORS			
107	3'-0"	8'-0"	1 3/4"	DOUBLE HOLLOW METAL DOORS			
FIRST FLOOR							
201	17'-6"	10'-0"	1 3/4"	5-PANEL FOLDER DOORS			
202	3'-0"	8'-0"	1 3/4"	DOUBLE STOREFRONT DOORS			
203	6'-0"	8'-0"	1 3/4"	HOLLOW METAL DOOR			
204	3'-0"	8'-0"	1 3/4"	HOLLOW METAL DOOR			
SECOND FLOOR							

ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

ARCADIA CHINESE BAPTIST CHURCH

100 W DUARTE RD, ARCADIA, CA 91007

SLSD Space Light Structure Design

1414 FAIR OAKS AVE., SUITE 3
SOUTH PASADENA, CA 91030
TEL: 626.799.8818 FAX: 626.799.8823
ARCHITECTURE INTERIORS

DATE	
DATE	04/26/2006

DATE	04/26/2016
DATE	
DATE	
DATE	

100 W DUARTE RD, ARCADIA, CA 91007

ARCADIA CHINESE BAPTIST CHURCH

Space Light Structure Design



ARCHITECTURE
PLANNING
INTERIORS

1414 FAIR OAKS AVE., SUITE 3
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ARCADIA CHINESE BAPTIST CHURCH

100 WEST DUARTE RD., ARCADIA, CA 91007

Attachment No. 4

Arborist Report

100 W Duarte Rd. Arcadia, CA 91007

Prepared for:

Yun Wang “SLSD”
1414 Fair Oaks Ave Suite 3
South Pasadena, CA 91030

March 22, 2024

Prepared by:

Javier Cabral Consulting Arborist
International Society of Arborists # WE- 8116A

1390 El Sereno Ave
Pasadena, California 91103
(626)818-8704
jtcabral@sbcglobal.net



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Google Earth Image -----	pg. 4
List Inventory -----	pg. 5 thru 8
Topographic Survey With Trees -----	pg. 9 & 10
Tree Pictures -----	pg. 11 thru 40
Tree Protection Plan -----	pg. 41 thru 43
Tree Removal Applications -----	pg. 44 thru 51
Tree Encroachment Application -----	pg. 52 & 53
Arborist Signature Page -----	Pg. 54
Assumptions & Limiting Conditions Summary -----	pg. 55

Summary

Ms. Wang,

You have retained my consulting arborist services to provide a tree inventory and protection plan for the property described as 100 W Duarte Rd. Arcadia, CA 91007. You are in the planning process of an addition to the buildings and will need to encroach and remove or transplant several protected trees on this property.

The proposed demolition and construction is expected to have minimal impact to all the protected trees that will remain due to the substantial distance of excavations, trenches, and footings to the tree trunks. A complete tree protection plan will be included to protect above and below ground tree parts from physical damage, soil compaction, and chemical damage.

Background and assignment

SLSD is a luxury home designing corporation that has been hired to design the proposed home and separate structures.

Ms. Wang has requested that I provide the following arboricultural services.

- 1) Identify all trees on the property and label them on the site plan.
- 2) Evaluate the current health and possible impacts of the proposed construction based on the provided site plan and make recommendations.
- 3) Provide a tree protection plan that will help ensure the short and long term health of the trees during and after construction activities are completed.

The following report is based on my analysis of the trees and surrounding landscape. For the purpose of this report I will address these trees as **Trees # 1 thru 71**.

Google Earth Image



List Inventory pg. 1

Tree #	Common Name	Botanical Name	Diameter at 4.5 feet (dbh) In inches	Height (in feet)	Spread (in feet)	Physiological condition	City Tree Yes or No	Protection status	REMOVE or PRESERVE
1	American sweetgum	<i>Liquidambar styraciflua</i>	20	65	27	good	yes	yes	PRESERVE
2	American sweetgum	<i>Liquidambar styraciflua</i>	20	50	21	good	yes	yes	PRESERVE
3	American sweetgum	<i>Liquidambar styraciflua</i>	18	60	20	good	yes	yes	PRESERVE
4	American sweetgum	<i>Liquidambar styraciflua</i>	16	60	21	good	yes	yes	PRESERVE
5	American sweetgum	<i>Liquidambar styraciflua</i>	20	50	27	good	yes	yes	PRESERVE
6	American sweetgum	<i>Liquidambar styraciflua</i>	26	50	26	good	yes	yes	PRESERVE
7	American sweetgum	<i>Liquidambar styraciflua</i>	20	50	30	good	yes	yes	PRESERVE
8	American sweetgum	<i>Liquidambar styraciflua</i>	19	50	21	good	yes	yes	PRESERVE
9	Blue gum	<i>Ecalyptus citriodara</i>	20	65	39	good	no	yes	PRESERVE
10	Blue gum	<i>Ecalyptus citriodara</i>	33	85	21	good	no	yes	PRESERVE
11	Lemon	<i>Citrus limon</i>	1	8	4	good	no	no	PRESERVE
12	Carolina cherry	<i>Prunus caroliniana</i>	multi 2-2-2-1-1	12	8	good	no	no	PRESERVE
13	Southern magnolia	<i>Magnolia grandiflora</i>	1	10	6	good	no	no	PRESERVE
14	Common fig	<i>Ficus carica</i>	multi 5-8-4	8	6	good	no	no	PRESERVE
15	Southern magnolia	<i>Magnolia grandiflora</i>	3	13	9	good	no	no	PRESERVE
16	Southern magnolia	<i>Magnolia grandiflora</i>	3	12	7	good	no	no	PRESERVE
17	Carrotwood	<i>Cupaniopsis anacaddioides</i>	16	28	24	good	no	yes	PRESERVE

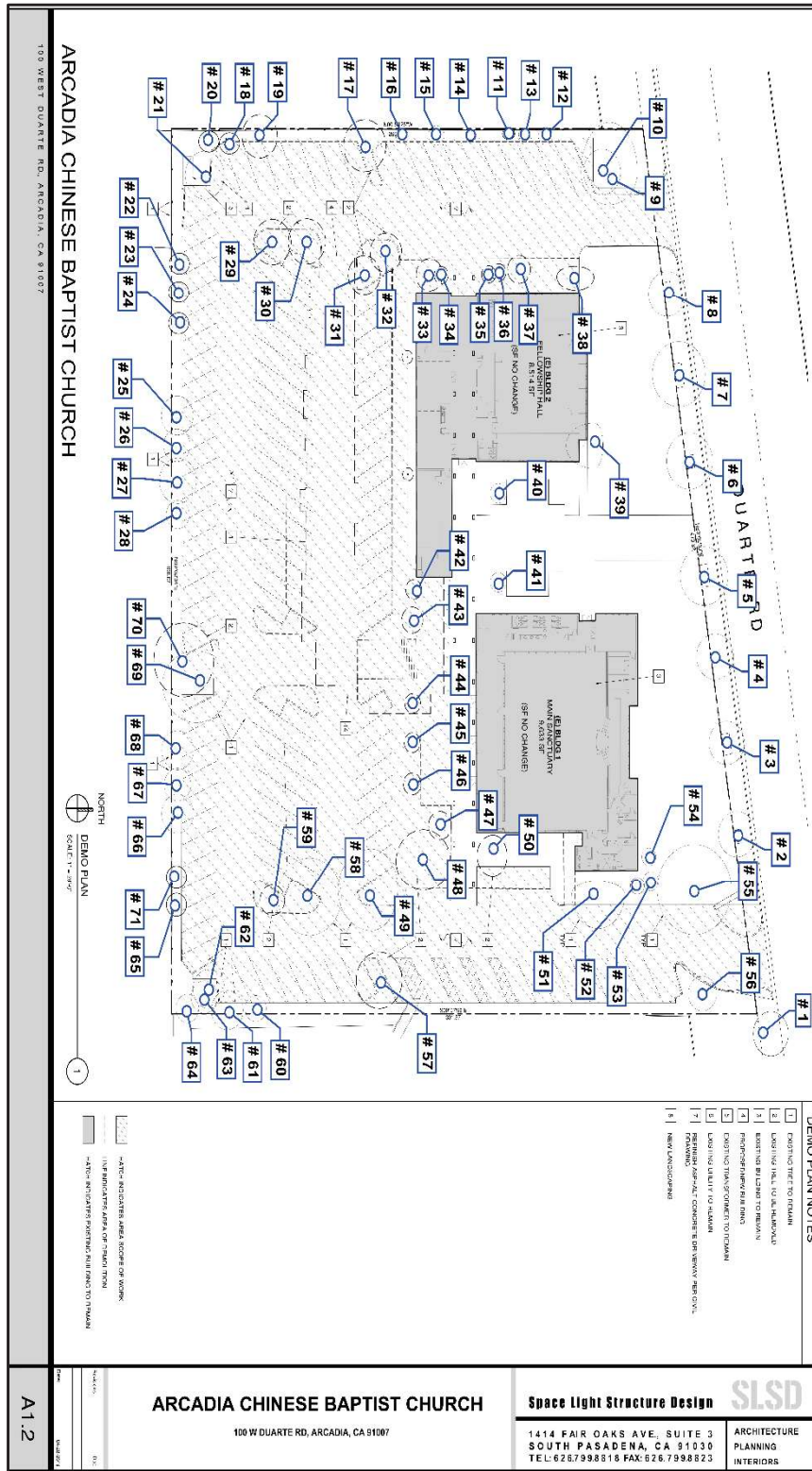
List Inventory pg. 2

Tree #	Common Name	Botanical Name	Diameter at 4.5 feet (dbh) In inches	Height (in feet)	Spread (in feet)	Physiological condition	City Tree Yes or No	Protection status	REMOVE or PRESERVE
18	Italian cypress	<i>Cupressus sempervirens</i>	3	15	1	good	no	no	PRESERVE
19	Canary island pine	<i>Pinus canariensis</i>	28	75	20	good	no	yes	PRESERVE
20	Italian cypress	<i>Cupressus sempervirens</i>	2	22	15	good	no	no	PRESERVE
21	Canary island pine	<i>Pinus canariensis</i>	30	75	22	good	no	yes	PRESERVE
22	Glossy privet	<i>Ligustrum lucidum</i>	4	8	6	poor sparse	no	no	PRESERVE
23	Glossy privet	<i>Ligustrum lucidum</i>	5	8	6	poor sparse	no	no	PRESERVE
24	Italian cypress	<i>Cupressus sempervirens</i>	4	25	2	good	no	no	PRESERVE
25	Carrotwood	<i>Cupaniopsis anacardioides</i>	14	24	18	good	no	yes	PRESERVE
26	Carrotwood	<i>Cupaniopsis anacardioides</i>	16	20	15	good	no	yes	PRESERVE
27	Carrotwood	<i>Cupaniopsis anacardioides</i>	15	22	21	good	no	yes	PRESERVE
28	Carrotwood	<i>Cupaniopsis anacardioides</i>	13	18	13	good	no	no	PRESERVE
29	Canary island pine	<i>Pinus canariensis</i>	28	75	21	good	no	yes	REMOVE
30	Canary island pine	<i>Pinus canariensis</i>	24	75	21	good	no	yes	REMOVE
31	Carrotwood	<i>Cupaniopsis anacardioides</i>	15	17	18	fair damaged trunk	no	yes	REMOVE
32	Carrotwood	<i>Cupaniopsis anacardioides</i>	14	17	18	good	no	yes	REMOVE
33	Crape myrtle	<i>Lagerstroemia indica</i>	multi-6-5-5-5-5-5	18	15	good	no	no	REMOVE
34	Crape myrtle	<i>Lagerstroemia indica</i>	multi-2-2-1-1-1-1-1	15	8	good	no	no	REMOVE

List Inventory pg.4

Tree #	Common Name	Botanical Name	Diameter at 4.5 feet (dbh) In inches	Height (in feet)	Spread (in feet)	Physiological condition	City Tree Yes or No	Protection status	REMOVE or PRESERVE
52	Hollywood juniper	<i>Juniperis chinensis</i>	multi-8-6-1	17	8	good	no	no	PRESERVE
53	Hollywood juniper	<i>Juniperis chinensis</i>	multi-8-8-3	17	9	good	no	no	PRESERVE
54	Hollywood juniper	<i>Juniperis chinensis</i>	11.8	17	8	good	no	no	PRESERVE
55	Lemon scented gum	<i>Ecalyptus citriodora</i>	31	75	42	good	no	yes	PRESERVE
56	Southern magnolia	<i>Magnolia grandiflora</i>	18	33	16	good	no	yes	PRESERVE
57	Carrotwood	<i>Cupaniopsis anacaddioides</i>	multi-10-10	28	26	good	no	yes	PRESERVE
58	Coast live oak	<i>Quercus agrifolia</i>	multi 22-11	40	36	good	no	yes	PRESERVE
59	Canary island pine	<i>Pinus canariensis</i>	25	75	14	good	no	yes	PRESERVE
60	Xylosma	<i>Xylosma congestum</i>	7	18	12	good	no	no	PRESERVE
61	Evergreen ash	<i>Fraxinus uhdei</i>	17	36	18	good	no	yes	PRESERVE
62	Canary island pine	<i>Pinus canariensis</i>	24	85	16	good	no	yes	PRESERVE
63	Canary island pine	<i>Pinus canariensis</i>	21	85	15	good	no	yes	PRESERVE
64	Victorian box	<i>Pittosporum undulatum</i>	8	20	13	good	no	no	PRESERVE
65	Glossy privet	<i>Ligustrum lucidum</i>	1+1+2+2+2+2	8	6	good	no	yes	PRESERVE
66	Carrotwood	<i>Cupaniopsis anacaddioides</i>	11	30	18	good	no	no	PRESERVE
67	Carrotwood	<i>Cupaniopsis anacaddioides</i>	13	30	15	good	no	yes	PRESERVE
68	Carrotwood	<i>Cupaniopsis anacaddioides</i>	12	25	18	good	no	yes	PRESERVE
69	Coast live oak	<i>Quercus agrifolia</i>	multi-16-16-15	42	42	good	no	yes	PRESERVE
70	Carrotwood	<i>Cupaniopsis anacaddioides</i>	17	35	34	good	no	yes	PRESERVE
71	Glossy privet	<i>Ligustrum lucidum</i>	3	9	7	good	no	no	PRESERVE

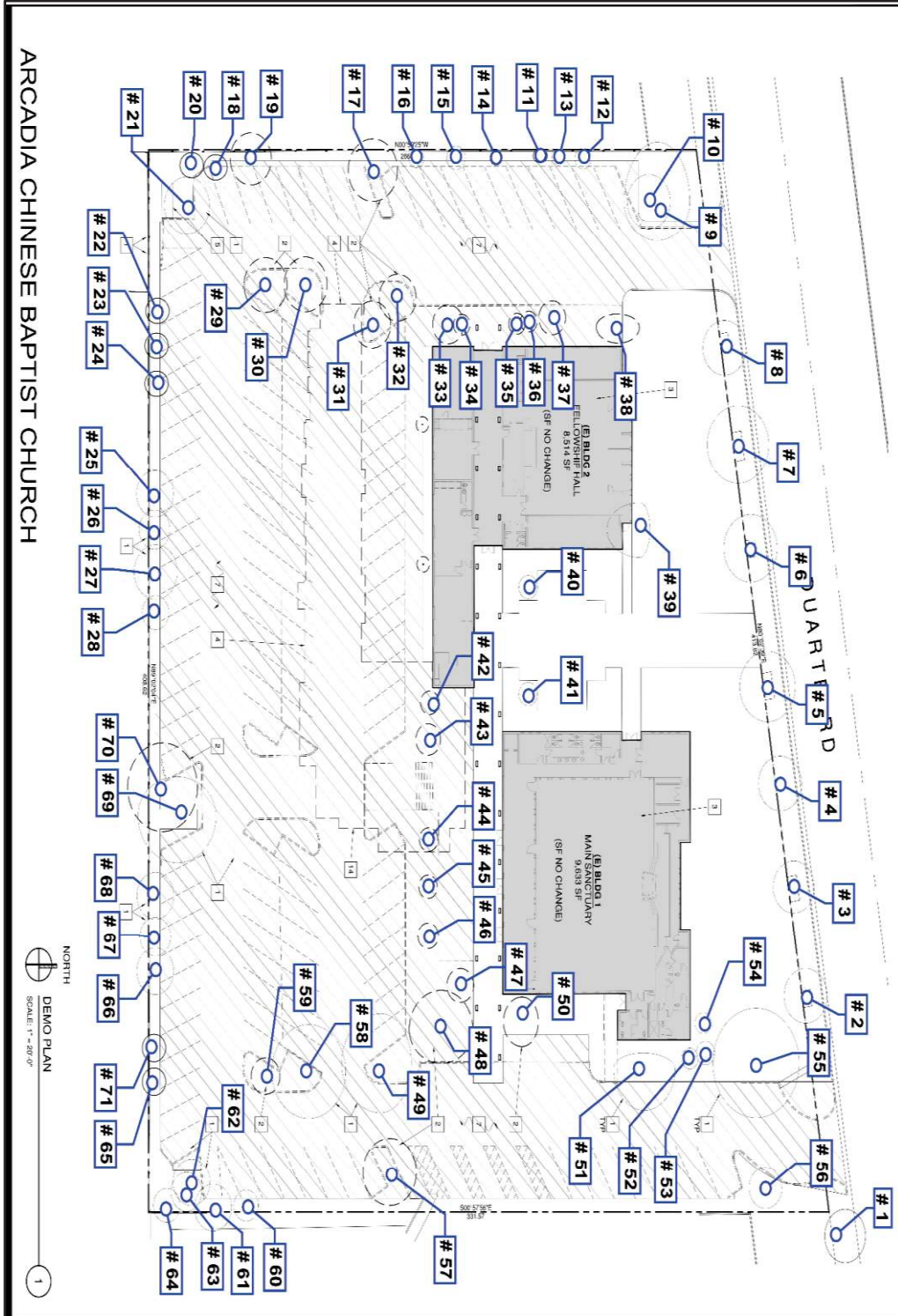
Demo Plan With Trees



Yun Wang 100 W Duarte Rd. Arcadia, CA 91007
Javier Cabral / Consulting Arborist

March 22, 2024
Pg. # 9

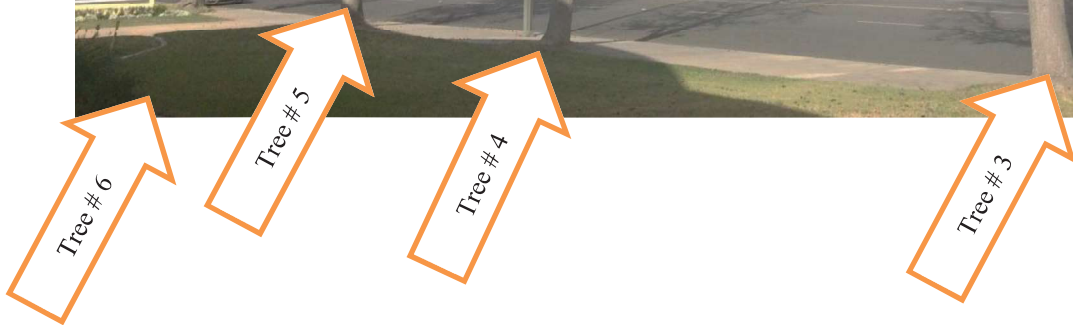
Demo Plan With Trees



Trees # 1 & 2 (facing northeast)



Trees # 3 thru 6 (facing northwest)



Tree # 7 & 8 (facing northeast)



Trees # 9 thru 10 (facing west)



Tree # 11 (facing west)



Trees # 12 & 13 (facing west)



Trees # 14 & 15 (facing west)



Trees # 16 & 17 (facing southwest)



Trees # 18 thru 21 (facing southwest)



Trees # 22 thru 24 (facing south)



Trees # 25 thru 28 (facing southeast)



Trees # 29 thru 32 (facing west)



Trees # 33 thru 38 (facing north)



Tree # 39 (facing east)



Trees # 40 & 41 (facing southwest)



Trees # 42 thru 43 (facing south)



Trees # 43 thru 48 (facing north)



Tree # 49 (facing northwest)



Tree # 50 (facing west)



Trees # 51 thru 54 (facing south)



Tree # 55 (facing east)



Yun Wang 100 W Duarte Rd. Arcadia, CA 71007
Javier Cabral / Consulting Arborist

March 22, 2024
Pg. # 31

Trees # 56 (facing east)



Tree 57 (facing southeast)



Trees # 58 thru 59 (facing west)



Trees # 60 thru 61 (facing south)



Trees # 62 thru 64 (facing southeast)



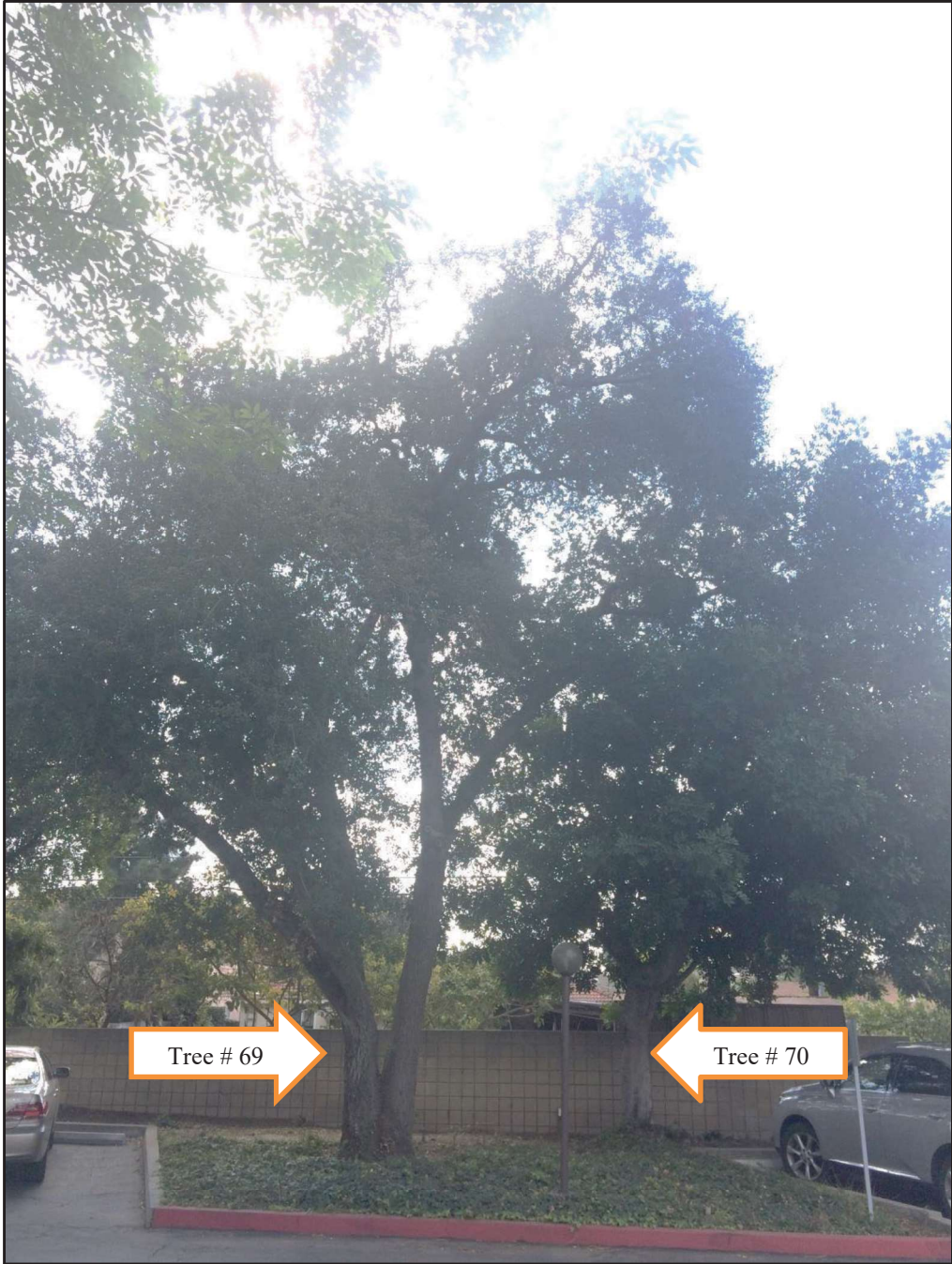
Tree # 65 (facing south)



Trees # 66 thru 68 (facing south)



Trees # 69 & 70 (facing south)



Tree # 71 (facing south)



General Tree Protection Guidelines

- 1) **Avoid damaging the roots, stem, and branches** with mechanical and manual equipment. No roots shall be severed within the Tree Protection Zone “TPZ” which is the same as the area within the Tree Protection Fencing “TPF.” Roots greater than two inches in diameter outside of the TPZ shall be cleanly severed with a sharp tool such as a hand saw or manual pruners.
- 2) **Avoid soil compaction** by prohibiting the use of heavy equipment such as backhoes and bobcats under the tree drip line. If access within the TPZ is required during the construction process, the route shall be covered in a 6-inch layer of mulch in the TPZ and the area shall be aerated and fertilized at the conclusion of construction.
- 3) **Do not store or park tools**, equipment, vehicles, or chemicals under the tree drip line. No equipment or debris of any kind shall be placed within the TPZ. No fuel, paint, solvent oil, thinner, asphalt, cement, grout, or any other construction chemical shall be stored or allowed in any manner to enter within the TPZ.
- 4) **Avoid washing of equipment** and tools such as wheel barrels, shovels, and mechanical motors under the tree drip line.
- 5) **Prevent flooding and pooling** of service water under the drip line. Grade changes that will flood the TPZ are prohibited unless a drainage plan is implemented. No grade changes within the TPZ shall be allowed.
- 6) **Avoid cutting tree roots whenever possible.** This can sometimes be accomplished by bridging roots, tunneling, or radial trenching. If roots must be cut use a sharp tool that will make a clean flush cut and not tear the roots. If possible, all digging under the tree drip line should be done manually to avoid tearing out of roots. Roots outside of the TPZ may be cleanly severed vertically with a sharp garden tool.
- 7) **Do not raise or lower the grade** within the tree protection zone of any protected trees unless approved by the project arborist. Roots greater than 1 inch in diameter that are exposed or damaged shall be cut with a sharp tool such as a hand saw, pruners, or loppers and covered with soil in conformance to industry standards. If any work is required within the TPZ the Arborist shall be consulted previous to beginning. The Arborist shall be contacted as soon as possible to arrange for a timely inspection and prevent delays.

- 8) **Place a protective barrier** or temporary fencing as directed by the consulting arborist in the diagram below. The protection fencing shall be in place before demolition begins and shall only be removed or reduced when all heavy equipment such as back-hoes, bobcats, loaders, and other heavy equipment with tires and tracks will not be required. Fencing can be adjusted, or sections reduced or removed as the project advances into the landscaping phases of the project. The consulting arborist shall be contacted if there are doubts about the placement or removal of fencing.

- 9) **Landscape preparation & excavation within the TPZ** shall be limited to the use of hand tools and small hand-held power tools and shall not be of a depth that could cause root damage. No attachments or wires other than those of a protective or non-damaging method shall be attached to a protected tree.

- 10) **Construction personnel should be briefed** on the importance of the guidelines before construction begins and reminded of it during tailgate meetings and as necessary. A printed copy should be posted where employees can be reminded of it.

- 11) **All protected trees shall be watered** before, during, and after construction as needed to prevent drought stress and tree death until sprinklers have been installed and are functional.

Removal Application Tree #19 (Pg. 1)



**CITY OF ARCADIA
PROTECTED TREE PERMIT
REMOVAL OF HEALTHY TREES(S)**

TRH _____

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):

PROJECT ADDRESS 100 W DUARTE RD, ARCADIA, CA 91007

APPLICANT(S) NAME SLSD, Inc.

MAILING ADDRESS 1414 FAIR OAKS AVE, SUITE 3

CITY SOUTH PASADENA STATE CA ZIP 91030

E-MAIL ADDRESS yunw@slsdinc.com

TELEPHONE NO. 626-799-8818 x 127

PROPERTY OWNER(S) NAME ARCADIA CHINESE BAPTIST CHURCH

MAILING ADDRESS 100 W DUARTE RD

CITY ARCADIA STATE CA ZIP 91007

E-MAIL ADDRESS chui3246@aol.com

TELEPHONE NO. 626-446-2976

*****PLEASE ANSWER THE THREE QUESTIONS ON PAGE 2*****

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

Signature

APPLICANT'S SIGNATURE _____ DATE _____

Signature

PROPERTY OWNER'S SIGNATURE _____ DATE _____

ACTION TAKEN

APPROVED **CONDITIONALLY APPROVED** **DENIED**

CONDITIONS/REASONS FOR DENIAL: _____

BY: _____ DATE: _____ EXPIRATION: _____

THERE IS A TEN (10) DAY APPEAL PERIOD FOR THIS APPLICATION. APPEALS MUST BE SUBMITTED IN WRITING TO THE COMMUNITY DEVELOPMENT DIVISION WITH A \$679.00 APPEAL FEE BY _____ P.M. ON _____.

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

TRH

-1-

9/23

Removal Application Tree #19 (Pg. 2)

PLEASE ANSWER THE FOLLOWING QUESTIONS:

A separate sheet may be attached if necessary

Note: Section 9110.01.070.A.2 of the Development Code requires that all of the following questions be answered in detail to explain why the Protect tree(s) need to be removed

1. Why is it necessary to remove the tree(s)?

The space where this tree # 19 is located is designated as parking spaces.

2. Why is removal of the tree(s) more desirable than an alternative project design?

The parking spaces are needed to meet the required amount of parking spaces to accomodate the church.

3. What mitigation measures are included in the project to compensate for the loss of the protected tree(s)?

Two 36-inch box trees is proposed to replace this tree.

Removal Application Tree #29 (Pg. 1)



**CITY OF ARCADIA
PROTECTED TREE PERMIT
REMOVAL OF HEALTHY TREES(S)**

TRH _____

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):

PROJECT ADDRESS 100 W DUARTE RD, ARCADIA, CA 91007

APPLICANT(S) NAME SLSD, Inc.

MAILING ADDRESS 1414 FAIR OAKS AVE, SUITE 3

CITY SOUTH PASADENA STATE CA ZIP 91030

E-MAIL ADDRESS yunw@sbsdinc.com

TELEPHONE NO. 626-799-8818 x 127

PROPERTY OWNER(S) NAME ARCADIA CHINESE BAPTIST CHURCH

MAILING ADDRESS 100 W DUARTE RD

CITY ARCADIA STATE CA ZIP 91007

E-MAIL ADDRESS chui3246@aol.com

TELEPHONE NO. 626-446-2976

*****PLEASE ANSWER THE THREE QUESTIONS ON PAGE 2*****

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

Signature

APPLICANT'S SIGNATURE _____ DATE _____

Signature

PROPERTY OWNER'S SIGNATURE _____ DATE _____

ACTION TAKEN

APPROVED

CONDITIONALLY APPROVED

DENIED

CONDITIONS/REASONS FOR DENIAL: _____

BY: _____ DATE: _____ EXPIRATION: _____

THERE IS A TEN (10) DAY APPEAL PERIOD FOR THIS APPLICATION. APPEALS MUST BE SUBMITTED IN WRITING TO THE COMMUNITY DEVELOPMENT DIVISION WITH A \$679.00 APPEAL FEE BY _____ P.M. ON _____.

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

TRH

-1-

9/23

Removal Application Tree #29 (Pg. 2)

PLEASE ANSWER THE FOLLOWING QUESTIONS:

A separate sheet may be attached if necessary

Note: Section 9110.01.070.A.2 of the Development Code requires that all of the following questions be answered in detail to explain why the Protect tree(s) need to be removed

1. Why is it necessary to remove the tree(s)?

The space where this tree # 29 is located is designated as parking spaces.

2. Why is removal of the tree(s) more desirable than an alternative project design?

The parking spaces are needed to meet the required amount of parking spaces to accomodate the church.

3. What mitigation measures are included in the project to compensate for the loss of the protected tree(s)?

Two 36-inch box trees is proposed to replace this tree.

Removal Application Tree #30 (Pg. 1)



**CITY OF ARCADIA
PROTECTED TREE PERMIT
REMOVAL OF HEALTHY TREES(S)**

TRH _____

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):

PROJECT ADDRESS 100 W DUARTE RD, ARCADIA, CA 91007

APPLICANT(S) NAME SLSD, Inc.

MAILING ADDRESS 1414 FAIR OAKS AVE, SUITE 3

CITY SOUTH PASADENA STATE CA ZIP 91030

E-MAIL ADDRESS yunw@sbsdinc.com

TELEPHONE NO. 626-799-8818 x 127

PROPERTY OWNER(S) NAME ARCADIA CHINESE BAPTIST CHURCH

MAILING ADDRESS 100 W DUARTE RD

CITY ARCADIA STATE CA ZIP 91007

E-MAIL ADDRESS chui3246@aol.com

TELEPHONE NO. 626-446-2976

*****PLEASE ANSWER THE THREE QUESTIONS ON PAGE 2*****

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

REMOVED

APPLICANT'S SIGNATURE _____ DATE _____

REMOVED

PROPERTY OWNER'S SIGNATURE _____ DATE _____

ACTION TAKEN

APPROVED

CONDITIONALLY APPROVED

DENIED

CONDITIONS/REASONS FOR DENIAL: _____

BY: _____ DATE: _____ EXPIRATION: _____

THERE IS A TEN (10) DAY APPEAL PERIOD FOR THIS APPLICATION. APPEALS MUST BE SUBMITTED IN WRITING TO THE COMMUNITY DEVELOPMENT DIVISION WITH A \$679.00 APPEAL FEE BY _____ P.M. ON _____.

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

TRH

-1-

9/23

Removal Application Tree #30 (Pg. 2)

PLEASE ANSWER THE FOLLOWING QUESTIONS:

A separate sheet may be attached if necessary

Note: Section 9110.01.070.A.2 of the Development Code requires that all of the following questions be answered in detail to explain why the Protect tree(s) need to be removed

1. Why is it necessary to remove the tree(s)?

The space where this tree # 30 is located is designated as parking spaces.

2. Why is removal of the tree(s) more desirable than an alternative project design?

The parking spaces are needed to meet the required amount of parking spaces to accomodate the church.

3. What mitigation measures are included in the project to compensate for the loss of the protected tree(s)?

Two 36-inch box trees is proposed to replace this tree.



**CITY OF ARCADIA
PROTECTED TREE PERMIT
REMOVAL OF HEALTHY TREES(S)**

TRH _____

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):

PROJECT ADDRESS 100 W DUARTE RD, ARCADIA, CA 91007

APPLICANT(S) NAME SLSD, Inc.

MAILING ADDRESS 1414 FAIR OAKS AVE, SUITE 3

CITY SOUTH PASADENA STATE CA ZIP 91030

E-MAIL ADDRESS yunw@sbsdinc.com

TELEPHONE NO. 626-799-8818 x 127

PROPERTY OWNER(S) NAME ARCADIA CHINESE BAPTIST CHURCH

MAILING ADDRESS 100 W DUARTE RD

CITY ARCADIA STATE CA ZIP 91007

E-MAIL ADDRESS chui3246@aol.com

TELEPHONE NO. 626-446-2976

*****PLEASE ANSWER THE THREE QUESTIONS ON PAGE 2*****

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

APPLICANT'S SIGNATURE _____ DATE _____

PROPERTY OWNER'S SIGNATURE _____ DATE _____

ACTION TAKEN

APPROVED CONDITIONALLY APPROVED DENIED

CONDITIONS/REASONS FOR DENIAL: _____

BY: _____ DATE: _____ EXPIRATION: _____

THERE IS A TEN (10) DAY APPEAL PERIOD FOR THIS APPLICATION. APPEALS MUST BE SUBMITTED IN WRITING TO THE COMMUNITY DEVELOPMENT DIVISION WITH A \$679.00 APPEAL FEE BY _____ P.M. ON _____.

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

Removal Application Tree #59 (Pg. 2)

PLEASE ANSWER THE FOLLOWING QUESTIONS:

A separate sheet may be attached if necessary

Note: Section 9110.01.070.A.2 of the Development Code requires that all of the following questions be answered in detail to explain why the Protect tree(s) need to be removed

1. Why is it necessary to remove the tree(s)?

The space where this tree # 59 is located is designated as parking spaces.

2. Why is removal of the tree(s) more desirable than an alternative project design?

The parking spaces are needed to meet the required amount of parking spaces to accomodate the church.

3. What mitigation measures are included in the project to compensate for the loss of the protected tree(s)?

Two 36-inch box trees is proposed to replace this tree.

Encroachment Application Trees # 3, 9, 10, 21, 39, 49, 58, 62, & 63 (Pg. 1)



CITY OF
ARCADIA

TRE _____

**PROTECTED TREE PERMIT
ENCROACHMENT INTO A PROTECTED ZONE**

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED) :

PROJECT ADDRESS 100 W DUARTE RD, ARCADIA, CA 91007

APPLICANT(S) NAME SLSD, Inc.

MAILING ADDRESS 1414 FAIR OAKS AVE, SUITE 3

CITY SOUTH PASADENA STATE CA ZIP 91030

E-MAIL ADDRESS yunw@slsdinc.com

TELEPHONE NO. 626-799-8818 x 127

PROPERTY OWNER(S) NAME ARCADIA CHINESE BAPTIST CHURCH

MAILING ADDRESS 100 W DUARTE RD

CITY ARCADIA STATE CA ZIP 91007

E-MAIL ADDRESS chui3246@aol.com

TELEPHONE NO. 626-446-2976

*****PLEASE ANSWER THE THREE QUESTIONS ON PAGE 2*****

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

Signature

APPLICANT'S SIGNATURE _____ DATE _____

Signature

PROPERTY OWNER'S SIGNATURE _____ DATE _____

ACTION TAKEN

APPROVED **CONDITIONALLY APPROVED** **DENIED**

CONDITIONS OR REASONS FOR DENIAL:

BY: _____ DATE: _____ EXPIRATION: _____

THERE IS A TEN (10) DAY APPEAL PERIOD FOR THIS APPLICATION. APPEALS MUST BE SUBMITTED IN WRITING TO THE COMMUNITY DEVELOPMENT DIVISION WITH A \$679.00 APPEAL FEE BY _____ P.M. ON _____.

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

TRE

-1-

9/23

Encroachment Application Trees # 3, 9, 10, 21, 39, 49, 58, 62, & 63 (Pg. 2)

PLEASE ANSWER THE FOLLOWING QUESTIONS (REQUIRED) :

A separate sheet may be attached if necessary

Note: Section 9110.01.070.B.3 of the Development Code requires that all of the following questions be answered in detail to explain why the Protect tree(s) need to be encroached upon

1. Why is it necessary to encroach upon the tree(s)?

Trees 3, 9, 10, 21, 39, 49, 58, 62, & 63 shall have their drip lines encroached but impact is expected to be minimal.

2. Why is encroachment upon the tree(s) more desirable than an alternative project design?

The encroachment is necessary for the design of the new parking lot.

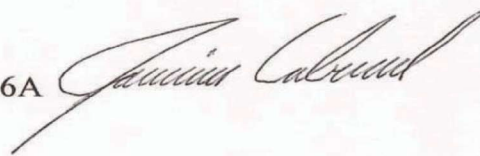
3. What mitigation measures are included in the project to ensure that encroachment will not eventually result in the loss of the protected tree(s)?

Protection fencing shall be in place before any construction begins and kept in place until large machinery and major construction has been completed

Thank you and feel free to contact me if you have any questions or concerns.

Yours truly,

Javier Cabral / Consulting arborist
1390 El Sereno Ave Pasadena, Ca 91103
International Society of Arboriculture # WE 8116A

A handwritten signature in black ink that reads "Javier Cabral". The signature is written in a cursive, flowing style.

Certificate of Performance & Arborists Disclosure Statement

I Javier Cabral certify the following:

- No warranty is made, expressed or implied, that problems or deficiencies of the trees or the property will not occur in the future, from any cause. The Arborist shall not be responsible for damages or injuries caused by any tree defects and assume no responsibility for the correction of defects or tree related problems. The Arborist assumes no responsibility for damage to trees as a result of the construction activities as the Arborist cannot be present at all times to witness all construction tasks near the subject trees.
- The owner and client of the trees may choose to accept or disregard the recommendations of the Arborist or seek additional advice if the owner decides not to accept the Arborists findings or recommendations.
- The Arborist has no past, present or future interest in the removal or preservation of any tree. The opinions contained in the Arborist report are independent and objective judgements of the Arborist.
- The findings, opinions, and recommendations of the Arborist are based on based on the physical inspection of said property. The opinions are based on knowledge, experience, and education.
- The Arborist shall not be required to provide testimony, provide site monitoring, provide further documentation for changes beyond the control of the Arborist, be deposed, or to attend any meeting without contractual arrangements for additional fees to the Arborist.
- The Arborist assumes no responsibility for verification of ownership or location of property lines, or for any recommendations based on inaccurate information.
- This Arborist report may not be reproduced without the expressed written permission of the Arborist and the client to whom the report was provided to. Any changes or alteration of this report invalidates the entire report.
- Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, make recommendations to prevent or minimize damage to trees during and after construction projects, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice.
- Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed.
- Treatment, pruning and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, and other issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.
- Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

Attachment No. 5

Preliminary Exemption Assessment



CITY OF
ARCADIA

PRELIMINARY EXEMPTION ASSESSMENT

1. Name or description of project:	ADR 24-08, CUP 24-06, TRH 24-04, and TRE 24-10 with a Categorical Exemption under the California Environmental Quality Act ("CEQA") Section 15332 to allow a new two-story children ministry building.								
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):	100 W. Duarte Rd. – The site is located on the south side of W. Duarte Rd. between El Monte Ave. and S. Santa Anita Ave.								
3. Entity or person undertaking project:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">A.</td> </tr> <tr> <td colspan="2" style="padding: 2px;">B. Other (Private)</td> </tr> <tr> <td style="width: 30%; padding: 2px;">(1) Name</td> <td style="padding: 2px;">SLSD, Inc., Applicant</td> </tr> <tr> <td style="padding: 2px;">(2) Address</td> <td style="padding: 2px;">1414 Fair Oaks Ave., Suite 3 South Pasadena, CA 91030</td> </tr> </table>	A.		B. Other (Private)		(1) Name	SLSD, Inc., Applicant	(2) Address	1414 Fair Oaks Ave., Suite 3 South Pasadena, CA 91030
A.									
B. Other (Private)									
(1) Name	SLSD, Inc., Applicant								
(2) Address	1414 Fair Oaks Ave., Suite 3 South Pasadena, CA 91030								
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 border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">The project is categorically exempt.</td> </tr> <tr> <td style="width: 30%; padding: 2px;">Applicable Exemption Class:</td> <td style="padding: 2px;">15332 – Class 32 (In-fill development project)</td> </tr> </table>	The project is categorically exempt.		Applicable Exemption Class:	15332 – Class 32 (In-fill development project)				
The project is categorically exempt.									
Applicable Exemption Class:	15332 – Class 32 (In-fill development project)								
f. <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">The project is statutorily exempt.</td> </tr> <tr> <td style="width: 30%; 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 border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">The project is otherwise exempt on the following basis:</td> </tr> <tr> <td style="width: 30%; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> </table>	The project is otherwise exempt on the following basis:							
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h. <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">The project involves another public agency which constitutes the Lead Agency.</td> </tr> <tr> <td style="width: 30%; 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: July 23, 2024

Staff: Edwin Arreola, Acting Senior Planner



STAFF REPORT

Development Services Department

DATE: August 13, 2024

TO: Honorable Chair and Planning Commission

FROM: Lisa L. Flores, Deputy Development Services Director
By: Gary Yesayan, Associate Planner

SUBJECT: RESOLUTION NO. 2152 – APPROVING CONDITIONAL USE PERMIT NO. CUP 24-01 TO ALLOW A SELF-SERVICE LAUNDROMAT WITHIN A MULTIPLE-TENANT COMMERCIAL CENTER LOCATED AT 502 EAST LIVE OAK AVENUE
CEQA: Exempt
Recommendation: Adopt

SUMMARY

The Applicant, Efren Covarrubias, is requesting approval of Conditional Use Permit No. CUP 24-01 to allow a self-service laundromat within an existing multiple-tenant retail center located at 502 E. Live Oak Avenue. It is recommended that the Planning Commission adopt Resolution No. 2152 (Attachment No. 1), find this project Categorical Exempt under the California Environmental Quality Act (CEQA), and approve Conditional Use Permit No. CUP 24-01, subject to the conditions of approval listed in this staff report.

BACKGROUND

The subject site is located at the southeast corner of E. Live Oak Avenue and Lenore Avenue and the property is split into two separate parcels. The main parcel has the multi-tenant building and the second parcel, that is under the same ownership, is located to the south of the alleyway and serves as a parking lot for this site (refer to Figure 1 on page 2). The site is zoned General Commercial (C-G) with a General Plan Land Use Designation of “Commercial” where laundromats require a Conditional Use Permit (CUP) – Refer to Attachment No. 2 for an aerial image, photos and zoning information of the subject property).

The Applicant is proposing to combine two of the units that are side-by-side as one unit for the proposed laundromat. The subject unit was previously occupied by a laundromat and the adjacent unit was a dry-cleaner. Other tenants at this center include a restaurant, a store that sells filtered water, a liquor store, a martial arts studio, and a massage spa. The center has a total of 24 on-site surface parking spaces (13 parking spaces are at the front of the retail center building, and 11 parking spaces to the rear). This will be the

Applicant's second laundromat. The other laundromat is in the City of El Monte, and he has had that facility since 2013.

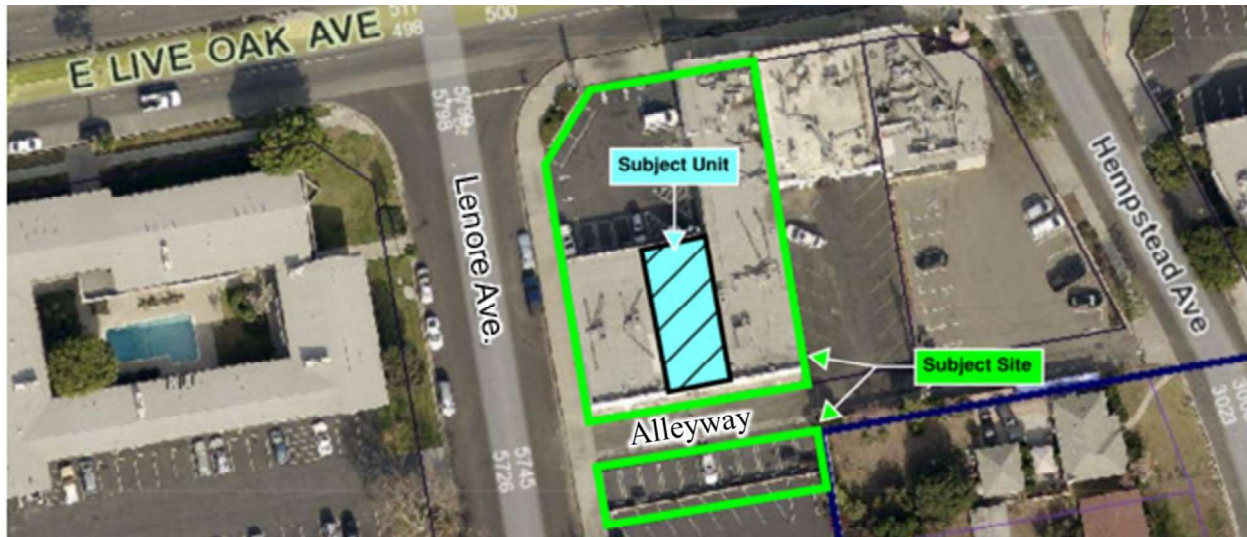


Figure 1 - Subject Site and Unit

Other tenants at this center include a restaurant, a store that sells filtered water, a liquor store, a martial arts studio, and a massage spa. The center has a total of 24 on-site surface parking spaces (13 parking spaces are at the front of the retail center building, and 11 parking spaces to the rear). This will be the Applicant's second laundromat. The other laundromat is in the City of El Monte, and he has had that facility since 2013.

PROPOSAL

The Applicant plans to combine the units that are side-by-side into a single unit totaling 2,154 square feet (refer to Figure 2 below – Front Elevation of Subject Units) to operate a new self-service laundromat. The proposed self-service laundromat will consist of 28 washing machines and 29 dryers (single and stacked machines). The unit will also include a utility room and a restroom. The proposed hours of operation will be from 6:00 a.m. to 10:00 p.m. seven (7) days a week. Typically, they will have up to two (2) employees that will be there on an as-needed basis to either maintain the machine or clean the facility.



Figure 2 – Front Elevation of Subject Units

ANALYSIS

Personal restricted use, such as a laundromat, is subject to a Conditional Use Permit in the C-G, General Commercial zone. The laundromat will be compatible with the other uses at this center since a laundromat was there since 1982 and it provides a commercial service that is compatible to the mixture of other commercial businesses along Live Oak Avenue and the adjacent uses in this center such as the restaurant, a retail store, martial art studio, and a massage spa.

Parking

For laundromats, the Development Code requires a minimum of one (1) parking space for every 200 square feet of floor area. As such, the proposed 2,154 square foot laundromat requires eleven (11) parking spaces. The minimum required parking for the entire center with all the existing businesses, including the laundromat, is 49 spaces, however, the entire center has always been parked at one (1) parking space per 200 square feet, except for the martial arts studio in which a parking modification was approved in 2021 for one less parking space. The center currently provides 24 on-site surface parking spaces, including one (1) ADA accessible parking (*13 parking spaces at the front, and 11 spaces at the rear*). The parking requirement for the laundromat will remain the same as the previous use and not require more, and it does not require any additional ADA space per the Building Code.

The Applicant has also provided a parking demand analysis when all existing businesses are in operation and the laundromat's proposed hours of operation. The parking demand analysis showed that during peak times a maximum of 15 spaces were used and at least nine (9) parking spaces remained available. The chart (Figure 3) below provides the number of spaces used during each day and time.

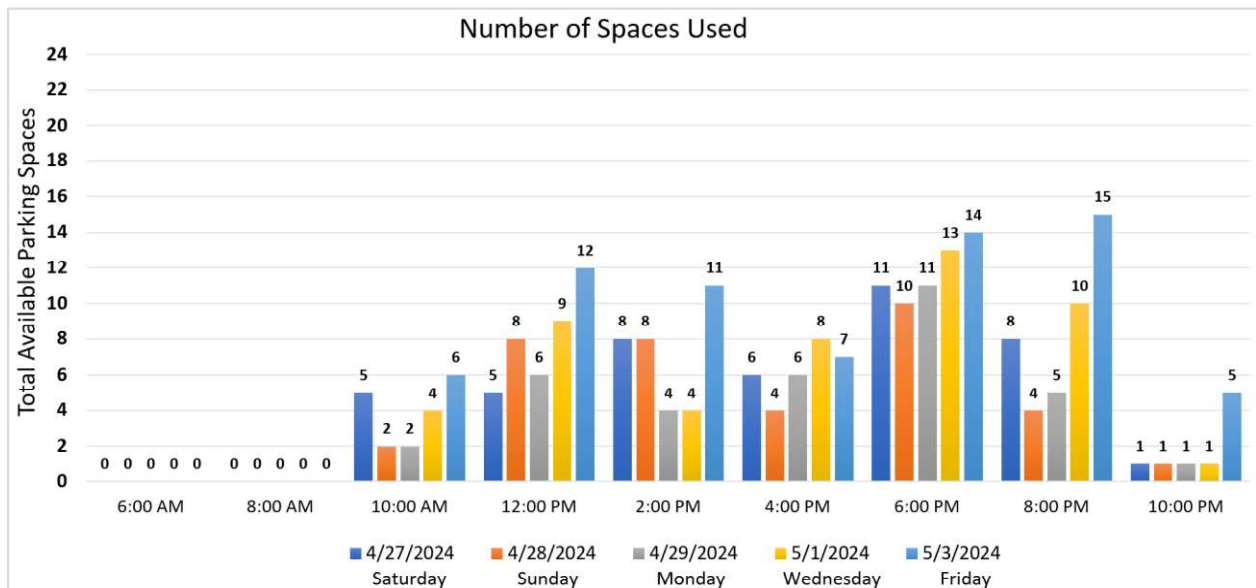


Figure 3 - Parking Demand

Therefore, the site always has a surplus of parking, even though the Code requires more based on the demand. The site has also been inspected by City Staff multiple times during business hours on different days. During visits, staff observed at least ten (10) or more available parking spaces. This is consistent with the provided parking analysis.

In addition to available street parking, the site provides ample on-site parking at the front and rear based on the parking demand.

FINDINGS

Section 9107.09.050(B) of the Development Code requires that the Planning Commission may approve a Conditional Use Permit if all the following 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 complies with all other applicable provisions of the Development Code and the Municipal Code.**

Facts to Support This Finding: The proposed use is consistent with the Arcadia General Plan which allows for a wide-range of commercial uses, including personal services-restricted uses such as self-service laundromats. The site is zoned C-G (General Commercial) which under Development Code Section 9102.03.020, Table 2-8, allows personal services-restricted uses as a proposed use, subject to review and approval of a Conditional Use Permit. The proposed use will occupy two of the vacant units within an existing neighborhood shopping center and the proposed business will comply with all the applicable provisions of the Development Code and the Municipal Code. The proposed use is complementary to the surrounding commercial uses as there are other similar businesses serving the same range of customers such as retail stores and restaurants. The proposed use is consistent with the following General Plan Land Use 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 self-service laundromat will merge and occupy two of the vacant units within an existing multi-tenant commercial building with a combined floor area of 2,154 square feet. The commercial center includes several other complementary businesses such a restaurant, water and liquor stores, a martial arts studio, and a massage spa. Such uses are consistent with the City's General Plan for development in the General Commercial (C-G) zones. The proposed self-service laundromat will consist of 28 washing machines and 29 dryers (both single and stacked dryer units), a utility room, and a restroom. The proposed hours of operation are 6:00 a.m. to 10:00 p.m. seven (7) days a week. The number of employees will be a maximum of two (2), primarily service technicians who are not on-

site full time. The use will require interior tenant improvement subject to building permits. No exterior changes are proposed to accommodate the use. As such, the proposed activity will be 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 proposed self-service laundromat will be located within an existing multi-tenant building. The site can accommodate this use as there is sufficient parking and clear access from two separate streets, E. Live Oak Avenue and Lenore Avenue. The proposed laundromat will include new machines that are more efficient and run quieter without potential disturbance to the neighboring businesses. No exterior modifications to the building are proposed and site improvements are not necessary for the proposed use other than interior tenant improvements. Since the proposed units to be merged were previously also cleaners, there is existing infrastructure available for the new laundromat. Therefore, the unit and site are suitable for the proposed use.

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

Facts to Support This Finding: The site is a corner lot located at the southeast corner of East Live Oak Avenue and Lenore Avenue, with access for public and emergency vehicles to the retail center from both streets. These streets are adequate in width and pavement type for public and emergency vehicles. The proposed self-service laundromat will not impact these rights-of-ways.

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

Facts to Support This Finding: The Fire and Police Departments have reviewed the application for the proposed laundromat and determined that no additional improvements are needed to provide adequate fire or police 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 subject unit is located within an existing commercial building in a multi-tenant commercial center, which is adequately serviced by existing utilities. The proposal does not include new construction that will impact the provision of utilities, nor will it be operated in a manner that will impact the provisions of utilities. Therefore, no impacts to the provision of utilities are anticipated.

- 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 self-service laundromat will provide a service in compliance with and pursuant to the Arcadia Development Code. The proposed business will not be detrimental to public health or welfare, or the surrounding properties, as the site is located on a commercial corridor with a diverse type of businesses that serve the surrounding communities. The size and nature of the proposed use will be compatible with the site and other existing uses within the area. Therefore, the site is suitable for the proposed use.

ENVIRONMENTAL IMPACT

It has been determined that the project qualifies as a Class 1 Categorical Exemption per the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities) of the CEQA Guidelines for the use of an existing facility (See Attachment No. 4).

PUBLIC COMMENTS/NOTICE

A public hearing notice for this item was posted at the City Clerk's Office, City Council Chambers, at the Arcadia Library, and on the City's website. It was also mailed to the property owners located within 300 feet of the subject property. At the time of the completion of this report, no comments were received regarding this project.

RECOMMENDATION

It is recommended that the Planning Commission adopt Resolution No. 2152 approving Conditional Use Permit No. CUP 24-01 for a proposed self-service laundromat at 502 E. Live Oak Avenue, and find that the project is Categorically Exempt under the California Environmental Quality Act (CEQA), subject to the following conditions of approval:

1. The use approved by CUP 24-01 shall be limited to a self-service laundromat with hours of operation from 6:00 a.m. to 10:00 p.m. seven (7) days a week. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 24-01, 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 neighboring businesses and properties, including loitering.
2. 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, Deputy Development Services Director, Fire Marshal, and Public Works Services Director, or their respective designees. The changes 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.

3. 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 24-01 (“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.

4. Noncompliance with the plans, provisions, and conditions of approval for CUP 24-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in the closing of the laundromat.
5. Approval of CUP 24-01 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 24-01 stating that the proposal satisfies the requisite findings and adopting the attached Resolution No. 2152 that incorporates the requisite environmental, 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 24-01 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 questions or comments regarding this matter prior to the August 13, 2024, hearing, please contact Associate Planner, Gary Yesayan, at (626) 574-5422, or by email at gyesayan@ArcadiaCA.gov.

Approved:

A handwritten signature in blue ink, appearing to read 'Lisa L. Flores', with a stylized flourish at the end.

Lisa L. Flores
Deputy Development Services Director

- Attachment No. 1: Resolution No. 2152
- Attachment No. 2: Aerial Image, Zoning Information, and Photos of the Subject Property
- Attachment No. 3: Architectural Plans
- Attachment No. 4: Preliminary Exemption Assessment

Attachment No. 1

Resolution No. 2152

RESOLUTION NO. 2152

APPROVAL OF CONDITIONAL USE PERMIT NO. CUP 24-01 TO ALLOW
A SELF-SERVICE LAUNDROMAT WITHIN A MULTIPLE-TENANT
COMMERCIAL CENTER LOCATED AT 502 EAST LIVE OAK AVENUE

WHEREAS, on February 27, 2024, an application for Conditional Use Permit No. CUP 24-01 was filed by Efren Covarrubias, for a proposed self-service laundromat, located within an existing commercial center at 502 E. Live Oak Avenue; and

WHEREAS, on July 24, 2024, Planning Services completed an environmental assessment for the proposed self-service laundromat in accordance with the California Environmental Quality Act (“CEQA”) and recommends that the Planning Commission determine that the proposed tutoring center qualifies as a Class 1 Categorical Exemption under CEQA pursuant to Section 15301 of the CEQA Guidelines as the use of an existing facility; and

WHEREAS, on August 13, 2024, a duly noticed public hearing was held before the Planning Commission on said application, 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 August 13, 2024, are true and correct.

SECTION 2. This Commission finds that based upon the entire record, pursuant to Section 9107.09.050 of the Arcadia Development Code, all of the following findings for the Conditional Use Permit 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 complies with all other applicable provisions of the Development Code and the Municipal Code.

FACT: The proposed use is consistent with the Arcadia General Plan which allows for a wide-range of commercial uses, including personal services-restricted uses such as self-service laundromats. The site is zoned C-G (General Commercial) which under Development Code Section 9102.03.020, Table 2-8, allows personal services-restricted uses as a proposed use, subject to review and approval of a Conditional Use Permit. The proposed use will occupy two of the vacant units within an existing neighborhood shopping center and the proposed business will comply with all the applicable provisions of the Development Code and the Municipal Code. The proposed use is complementary to the surrounding commercial uses as there are other similar businesses serving the same range of customers such as retail stores and restaurants. The proposed use is consistent with the following General Plan Land Use 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 proposed self-service laundromat will merge and occupy two of the vacant units within an existing multi-tenant commercial building with a combined floor area

of 2,154 square feet. The commercial center includes several other complementary businesses such a restaurant, water and liquor stores, a martial arts studio, and a massage spa. Such uses are consistent with the City's General Plan for development in the General Commercial (C-G) zones. The proposed self-service laundromat will consist of 28 washing machines and 29 dryers (both single and stacked dryer units), a utility room, and a restroom. The proposed hours of operation are 6:00 a.m. to 10:00 p.m. seven (7) days a week. The number of employees will be a maximum of two (2), primarily service technicians who are not on-site full time. The use will require interior tenant improvement subject to building permits. No exterior changes are proposed to accommodate the use. As such, the proposed activity will be 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 proposed self-service laundromat will be located within an existing multi-tenant building. The site can accommodate this use as there is sufficient parking and clear access from two separate streets, E. Live Oak Avenue and Lenore Avenue. The proposed laundromat will include new machines that are more efficient and run quieter without potential disturbance to the neighboring businesses. No exterior modifications to the building are proposed and site improvements are not necessary for the proposed use other than interior tenant improvements. Since the proposed units to be merged were previously also cleaners, there is existing infrastructure available for the new laundromat. Therefore, the unit and site are suitable for the proposed use.

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

FACT: The site is a corner lot located at the southeast corner of East Live Oak Avenue and Lenore Avenue, with access for public and emergency vehicles to the retail center from both streets. These streets are adequate in width and pavement type for public and emergency vehicles. The proposed self-service laundromat will not impact these rights-of-ways.

C. Public protection services (e.g., fire protection, police protection, etc.).

FACT: The Fire and Police Departments have reviewed the application for the proposed laundromat and determined that no additional improvements are needed to provide adequate fire or police 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 subject unit is located within an existing commercial building in a multi-tenant commercial center, which is adequately serviced by existing utilities. The proposal does not include new construction that will impact the provision of utilities, nor will it be operated in a manner that will impact the provisions of utilities. Therefore, no impacts to the provision of utilities are anticipated.

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 proposed self-service laundromat will provide a service in compliance with and pursuant to the Arcadia Development Code. The proposed business will not be detrimental to public health or welfare, or the surrounding properties, as the site is located on a commercial corridor with a diverse type of businesses that serve the surrounding communities. The size and nature of the proposed use will be compatible with the site and other existing uses within the area. Therefore, the site is suitable for the proposed use.

5. This Project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines pertaining to the use of an existing facility.

SECTION 3. For the foregoing reasons the Planning Commission determines that the proposed self-service laundromat is Categorically Exempt per Class 1, Section 15301(a) of the California Environmental Quality Act (CEQA) Guidelines and approves Conditional Use Permit No. CUP 24-01 for a new laundromat within an existing commercial center located at 502 E. Live Oak Avenue, subject to the conditions of approval attached hereto.

SECTION 4. The Secretary shall certify to the adoption of this Resolution.

[SIGNATURES ON NEXT PAGE]


Passed, approved and adopted this 13th day of August, 2024.

Vincent Tsoi
Chair, Planning Commission

ATTEST:

Lisa L. Flores
Secretary

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

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RESOLUTION NO. 2152

Conditions of Approval

1. The use approved by CUP 24-01 shall be limited to a self-service laundromat with hours of operation from 6:00 a.m. to 10:00 p.m. seven (7) days a week. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 24-01, 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 neighboring businesses and properties, including loitering.
2. 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, Deputy Development Services Director, Fire Marshal, and Public Works Services Director, or their respective designees. The changes 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.
3. 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 24-01 ("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.

4. Noncompliance with the plans, provisions, and conditions of approval for CUP 24-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in the closing of the laundromat.
5. Approval of CUP 24-01 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 Image with Zoning Information &
Photos of the Subject Site

Site Address: 500 E LIVE OAK AVE

Property Owner(s): Property Owner



Property Characteristics	
Zoning:	C-G
General Plan:	C
Lot Area (sq ft):	
Main Structure / Unit (sq. ft.):	8,890
Year Built:	1963
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:	Yes
Special Height Overlay:	N/A

Selected parcel highlighted



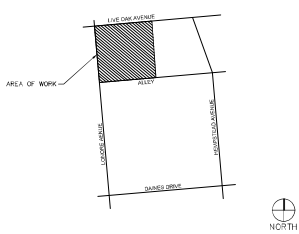
Parcel location within City of Arcadia

Attachment No. 3

Architectural Plans

CONTRACTOR SHALL VERIFY AVAILABILITY OF ALL UTILITIES PRIOR TO INITIATION OF CONSTRUCTION

VICINITY MAP



HOURS OF OPERATION FOR LAUNDROMAT ARE: 6 AM-10 PM, 7 DAYS A WEEK

SQUARE FOOTAGES:

SUITE	DESCRIPTION	AREA (SQ. FT.)
SUITE 500 1/2	W-SPA MASSAGE	1013 SQ. FT.
SUITE 500	KIM'S HANDBO	1013 SQ. FT.
SUITE 502	SELF-SERVICE LAUNDRY	2154 SQ. FT.
SUITE 502 1/2	HOME LIQUORS	2457 SQ. FT.
SUITE 504	NEW BORN WATER	980 SQ. FT.
SUITE 506	MAKO SUSHI	1549 SQ. FT.

ABBREVIATIONS

AT	AT	FE	FIRE EXTINGUISHER
#	DIMENSION	FIN	FINISH
#	FOUND. NUMBER	FLA	FULL LOAD AMPS
ADJ	ADJACENT	FL	FLOOR
AFV	ABOVE FINISHED FLOOR	FP	FIREPROOF
AFS	ABOVE FINISHED GRADE	FSM	FEET PER MINUTE
AFUE	ANNUAL FUE UTILIZATION EFFICIENCY	TU	TURNS PER MINUTE
ALUM	ALUMINUM	FV	FUSE VOLT
ARI	AIR CONDITIONING & REFRIGERATION SYSTEM	G	GAS
ALT	ALTERNATE	GA	GAUGE
BD	BOARD	GALV	GALVANIZED
BFP	BACKFLOW PREVENTER	GYP	GYPSONIUM
BHP	BHP-HORSEPOWER	HPS	HIGH PRESSURE GAS
BUDG	BUILDING	HW	HOT WATER
BLK	BLOCK	INSUL	INSULATION
BM	BEAM	INT	INTERIOR
BOT	BOTTOM	LAM	LAMINATE
CA	COMBUSTION AIR	LAT	LEAVING AIR TEMPERATURE
CAB	CABINET	LAV	LAVATORY
CD	CONDENSATE	LCL	LONG CONDUCTED LOAD
CEM	CEMENT	LDB	LEAVING DRY-BULB TEMPERATURE
CLR	CLERK	LM	LEAKAGE MECHANISM
CLK	CLOCK	LMB	LEAVING MET-BULB TEMPERATURE
CFH	CUBIC FEET PER HOUR	LMT	LEAVING WATER TEMPERATURE
CFM	CUBIC FEET PER MINUTE	MCA	MINIMUM CIRCUIT AMPACITY
CLC	CLOSING	MCA	MINIMUM CIRCUIT AMPACITY
CLD	CLOSET	METV	METER VOLTAGE
CLR	CLEAR	MELZ	MELTING
CO	CLEAN OUT	MFR	MANUFACTURER
COL	COLUMN	MLO	MAIN LUGS ONLY
CONC	CONCRETE	MO	MACHINERY OPENING
CONN	CONNECTION	MOOP	MAXIMUM OVER CURRENT PROTECTION
CONSTR	CONSTRUCTION	MPC	MEDIUM PRESSURE GAS
CONT	CONTINUOUS	MUA	MAKE-UP AIR
CTR	CENTER	MVD	MINIMAL VOLUME DAMPER
COMP	COMPACT	N	NEW
COEFF	COEFFICIENT OF PERFORMANCE	NIC	NOT IN CONTRACT
COM	CONCRETE MASONRY WALL	NTS	NOT TO SCALE
COG	CLEAN OUT TO GRADE	OC	ON CENTER
CU	CONDENSING UNIT	OD	OUTSIDE DIAMETER
CM	COLD WATER	OSP	OPPOSITE
D	DRAIN	OSA	OUTSIDE AIR
DEPT	DEPARTMENT	PCD	PUMPED CONDENSATE
EF	DRINKING FOUNTAIN	PRV	PRESSURE RELIEF VALVE
DIA	DIAMETER	RA	RETURN AIR
DM	DIMENSION	RG	RETURN REGISTER
DHW	DOMESTIC HOT WATER	RSS	RIPROD GALVANIZED STEEL
DHWRS	DOMESTIC HOT WATER RETURN	RL	REFRIGERANT LIQUID
DHWS	DOMESTIC HOT WATER SUPPLY	RO	ROOFING OPENING
DIFF	DIFFERENTIAL	SA	SUPPLY AIR
DL	DEVELOPED LENGTH	SD	SMOKE DETECTOR
DN	DOWN	SEER	SEASONAL ENERGY EFFICIENCY RATIO
EA	EXHAUST AIR	SF	SUPPLY FAN
EAT	ENTERING AIR TEMPERATURE	SR	SUPPLY REGISTER
EC	EVAPORATIVE COOLER	ST	STORAGE TANK
EDB	ENTERING DRY-BULB TEMPERATURE	STL	STEEL
EER	ENERGY EFFICIENCY RATIO	TS	TRANSFER GRILLE
EFF	EFFICIENCY	TP	TOP OF FINISH OR PARAPET
EJ	EXPANSION JOINT	TSP	TOTAL STATIC PRESSURE
EL	ELEVATION	UNO	UNLESS NOTED OTHERWISE
EMER	EMERGENCY	V	VENT
EMT	ELECTRICAL METALLIC TUBING	VAV	VARIABLE AIR VOLUME
ESP	EXTERNAL STATIC PRESSURE	VFD	VARIABLE FREQUENCY DRIVE
EWB	ENTERING WET-BULB TEMPERATURE	VTR	VENT THROUGH ROOF
DWT	ENTERING WATER TEMPERATURE	W	WASTE
EXT	EXTERIOR	WC	WATER COLUMN
FACP	FIRE ALARM CONTROL PANEL	WD	WOOD
FA	FIRE ALARM	WH	WATER HEATER
FE	FLOOR DRAIN	WHR	WATER HEATER RETURN
		WCS	WATER HEATER SUPPLY
		WTR	WATER THROUGH ROOF

DRAWING INDEX

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A-5	DETAILS, ACCESSIBILITY NOTES
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E-2	PROJECT NOTES
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E-6	ROOF PLAN
E-7	PANEL SCHEDULES
E-8	TILE 24 - ROOM
E-9	FALL CURRENT CALCULATIONS
P-1	LEGEND, SCOPE OF WORK, SHEET INDEX, UTILITY CONTACT INFORMATION, UTILITY SCHEDULE, TIERING SCHEDULE
P-2	PROJECT NOTES
P-3	SITE PLAN
P-4	FLOOR PLAN - WASTE
P-5	FLOOR PLAN - WATER & GAS
P-6	WASTE & VENT SCHEDULES
P-7	HOT & COLD WATER SCHEDULES, DETAIL
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P-9	WATER CALCULATION

PROJECT DATA

ADDRESSES:	502 EAST LIVE OAK AVENUE, ARCADIA CA 91006-5639
PARCEL NUMBER:	8012-009-042
LEGAL DESCRIPTION:	WESTERN 1/20 HANCOCK SAN FRANCISCO LOT COM AT NW COR OF LOT 1 TR NO 15033 TH S 80 49'0" W 20 FT TH S 35 09'0" W 35.56 FT TH S 9 50'48" E 126 FT TH N 80 02'18" E 100 FT TH N 9 50'48" W 150 TH TO BE PART OF LOT 12
PROJECT SCOPE:	TENANT IMPROVEMENT
DESCRIPTION OF USE:	SELF-SERVICE LAUNDRY
GOVERNING CODES:	2022 CALIFORNIA BUILDING CODE 2022 CALIFORNIA ELECTRICAL CODE 2022 CALIFORNIA MECHANICAL CODE 2022 CALIFORNIA PLUMBING CODE 2022 CALIFORNIA ENERGY CODE (TITLE 24) 2022 CALIFORNIA FIRE CODE
OCCUPANCY GROUP:	EXISTING: B PROPOSED: B (3) CONSTRUCTION TYPE: V-B (NON-SPRINKLERED) PROPOSED CONSTRUCTION TYPE: V-B (NON-SPRINKLERED) PROPOSED SQUARE FOOTAGE: 2,154 SF TOTAL OCCUPANCY LOAD: 2,154 SF/150 = 14 MAX
EXIT:	EXISTING: THREE PROPOSED: THREE
PARKING:	EXISTING: 13 PROPOSED: N/A

(N) PARKING FACILITIES, FIRE RESTORATION; NO CHANGES TO PARKING REQUIREMENTS

LEGEND

SUBMIT	DESCRIPTION
OFFICE	ROOM NAME
01	ROOM NUMBER / SQUARE FOOTAGE
02	WINDOW / DOOR CALLOUT
03	KEYNOTE CALLOUT
04	EQUIPMENT CALLOUT
05	CEILING HEIGHT
06	DETAIL CALLOUT
07	SECTION CALLOUT
08	ELEVATION CALLOUT
09	WALL CONSTRUCTION / ASSEMBLY
10	DEMO
11	CLEARANCES / CLEAR SPACE
12	EXISTING WOOD STUD FRAME WALL
13	EXISTING METAL STUD FRAME WALL
14	EXISTING CONCRETE WALL (POURED-IN-PLACE)
15	NEW WOOD STUD WALL
16	NEW METAL STUD WALL
17	NEW CONCRETE WALL (POURED-IN-PLACE)
18	STOREFRONT
19	PROPERTY LINE
20	AREA OF WORK

SCOPE OF WORK

1. MAINTAIN SITE, STRUCTURE IN ENTIRETY UNLESS NOTED OTHERWISE
2. MAINTAIN STRUCTURE UNLESS NOTED OTHERWISE
3. MAINTAIN / MODIFY / REDEVELOP MECHANICAL SERVICES ON SITE AND IN SPACE AS IDENTIFIED HEREIN
4. MAINTAIN / MODIFY / REDEVELOP ELECTRICAL SERVICES IN SPACE AS IDENTIFIED HEREIN
5. MAINTAIN / MODIFY / REDEVELOP PLUMBING SERVICES ON SITE, IN SPACE AS IDENTIFIED HEREIN

PROJECT TEAM

BUSINESS OWNER	
EPHEN GOVARRUBAS	
ARCHITECT OF RECORD	
SHUOH YASHI CONSULTING ENGINEERS	
112 E CHARMAN AVENUE SUITE D, ORANGE CA 92666	
PHONE: (714) 997-9120	
FAX: (714) 744-2676	
EMAIL: YASHI-ENGINEERS@YASHI.COM	
ARCHITECTURAL DESIGNER / PLUMBING ENGINEER	
ENGINEERING-DESIGN-ANALYSIS, INC.	
10011 FAUBERT AVENUE SUITE 300, FOUNTAIN VALLEY CA 92708	
PHONE: (714) 913-8300	
FAX: (906) 425-4336	

PARKING ANALYSIS

REQUIRED: (FOR AGGREGATE OF INDIVIDUAL OCCUPANCIES)
45, TO INCLUDE 2 ACCESSIBLE SPACES WHICH ARE VAN ACCESSIBLE
PROVIDED: (FOR EXISTING CONDITIONS, QUALIFIED HERETO)
24, TO INCLUDE 1 ACCESSIBLE SPACE WHICH IS VAN ACCESSIBLE
(By Code: On-Site Operation (Onward Increase - Result) = 2180)
Parking = 2180 / 200 = 11 STALLS
(N) PARKING FACILITIES, NO INCREASE OF FLOOR AREA, NO INTENSIFICATION OF SPACE USAGE, NO INCREASE IN REQUIREMENT FOR PARKING
EXISTING SITE AS DEVELOPED HAS 13 PARKING STALLS ON THE PRIMARY PROPERTY AND ADDITIONAL (1) STALLS ON THE ADJACENT ADJOINING PROPERTY FOR A TOTAL OF 24 PARKING STALLS. EXISTING PARKING IS DESIGNATED BY (D) PARKING STALLS.
FOR PROPOSED SELF-SERVICE LAUNDRY THERE IS NO CHANGE IN PARKING REQUIREMENTS WITH SITE REMAINING AT (24) AVAILABLE PARKING STALLS FOR A TOTAL OF (21) PARKING STALLS. EXISTING PARKING IS DESIGNATED BY (D) PARKING STALLS.
REQUIREMENTS THE EXISTING NON-CONFORMING STATUS OF THE PARKING IS CONTINUED WITHOUT CHANGE.

ENCLOSURE: ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE SAFETY PERMITS AND APPROVALS

SM LAUNDRY DESIGN
27885 STANFALL WAY
MURBETTA, CA 92658
P: (714) 997-9120

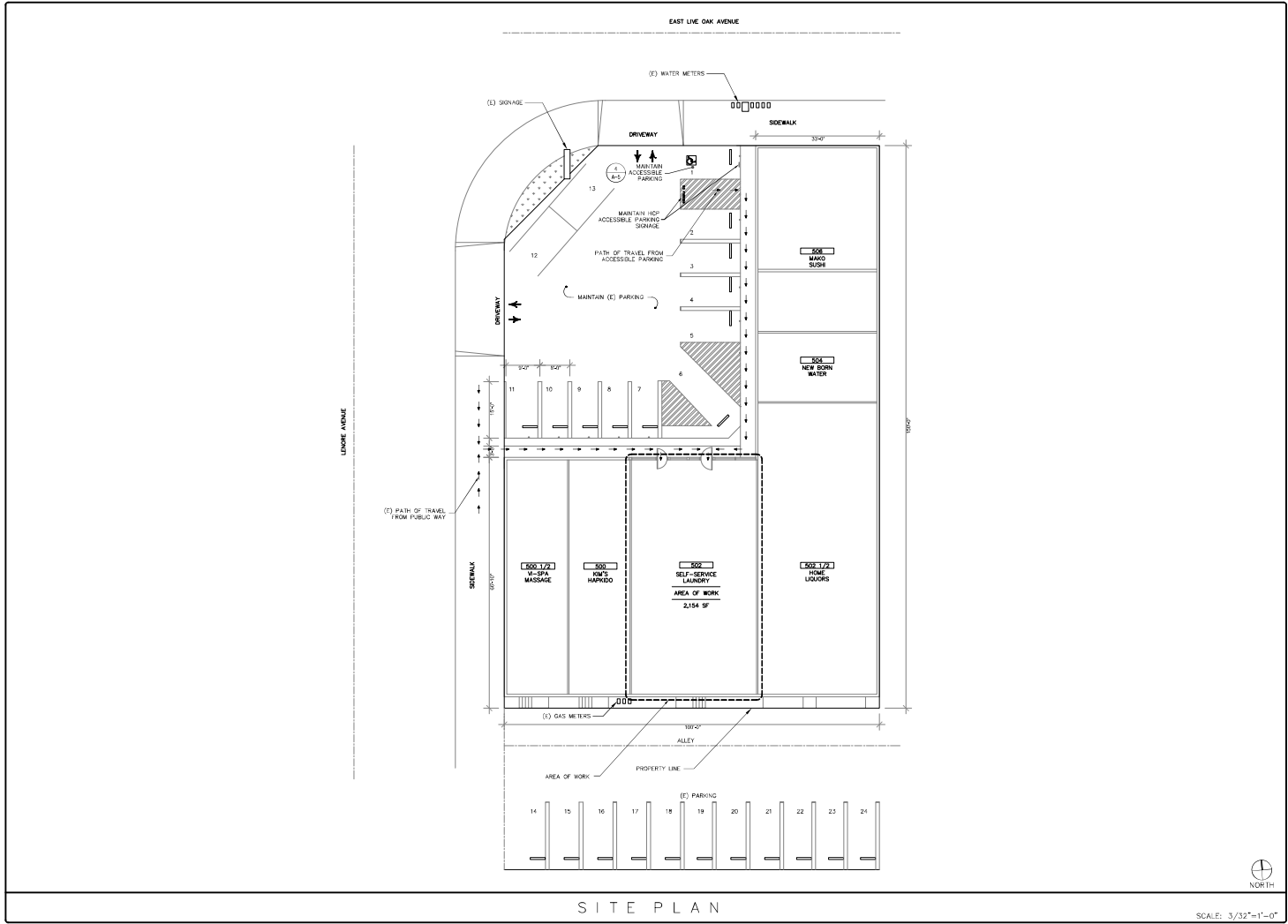
DESCRIPTION
NO. DATE
1. 11/06/2023

TENANT IMPROVEMENT
SELF-SERVICE LAUNDRY
502 EAST LIVE OAK AVENUE
ARCADIA, CA 91006

PROJECT DATA, SCOPE OF WORK,
PROJECT TEAM, DRAWING INDEX,
LEGEND, ABBREVIATIONS

11/06/2023
PROJECT NO. 2227
DESIGNED BY ASH
DRAWN BY BT
DATE 11/06/2023

A-1
OF 6



SM LAUNDRY DESIGN
 27885 STARFALL WAY
 IRVINE, CA 92618
 P: (714) 261-9999

TENANT IMPROVEMENT
 SELF-SERVICE LAUNDRY
 502 EAST LINE OAK AVENUE
 ANGELES, CA 90008

SITE PLAN

PROFESSIONAL SEAL

DATE: 11/06/2023
SCALE: 3/32"=1'-0"

PROJECT NO: 2227
DATE: 11/06/2023

AS NOTED

NO. 1

NO. 2

NO. 3

NO. 4

NO. 5

NO. 6

NO. 7

NO. 8

NO. 9

NO. 10

NO. 11

NO. 12

NO. 13

NO. 14

NO. 15

NO. 16

NO. 17

NO. 18

NO. 19

NO. 20

NO. 21

NO. 22

NO. 23

NO. 24

NO. 25

NO. 26

NO. 27

NO. 28

NO. 29

NO. 30

NO. 31

NO. 32

NO. 33

NO. 34

NO. 35

NO. 36

NO. 37

NO. 38

NO. 39

NO. 40

NO. 41

NO. 42

NO. 43

NO. 44

NO. 45

NO. 46

NO. 47

NO. 48

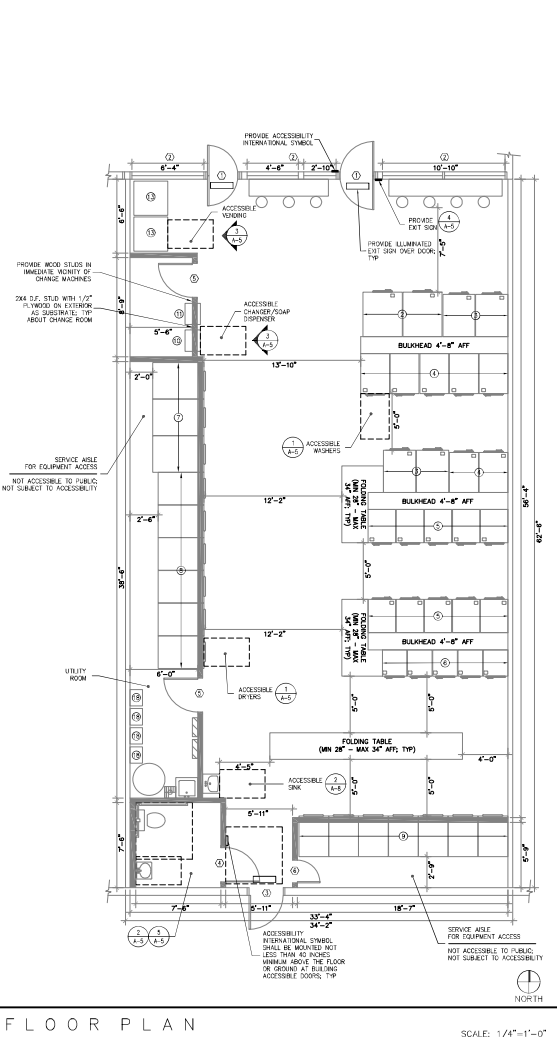
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NO. 50

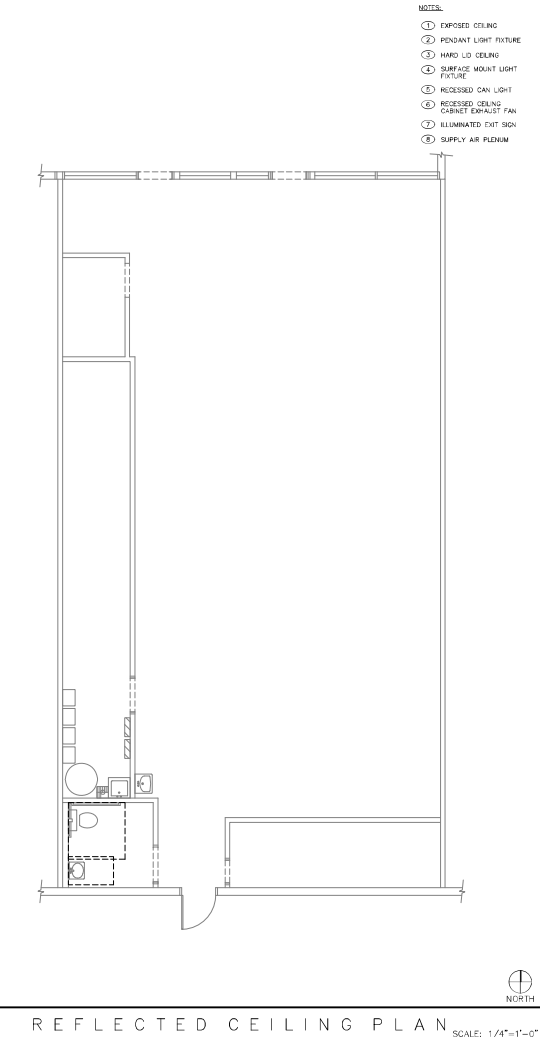
NEW EQUIPMENT SCHEDULE							
NO.	EQUIPMENT	QTY.	MODEL	NO.	EQUIPMENT	QTY.	MODEL
1	100# WASHER	-		10	BELL TO BELL CHANGING	1	
2	40# WASHER	2		11	CHANGING MACHINE	1	
3	40# WASHER	4		12	SOAP MACHINE	-	
4	40# WASHER	7		13	VENDING	2	
5	30# WASHER	10		14	VIDEO GAMES	-	
6	20# WASHER	5		15	BENCH	-	
7	10# DYER	3		16	TABLE/SEATS	-	
8	4# STACK DYER	6		17	T.V.	-	
9	30# STACK DYER	7		18	WATER HEATER	4	

DOOR/WINDOW SCHEDULE					
SYMBOL	WIDTH	HEIGHT	DOOR MATERIALS	REMARK	
1	5'-0"	7'-0"	EXISTING STORMDOOR DOOR/WINDOW SYSTEM	EXISTING IDENTIFIED HEREIN FOR REFERENCE ONLY	
2	VARIABLES	VARIABLES	EXISTING STORMDOOR WINDOW SYSTEM	EXISTING IDENTIFIED HEREIN FOR REFERENCE ONLY	
3	5'-0"	7'-0"	NEW STORMDOOR DOOR/WINDOW SYSTEM	EXISTING IDENTIFIED HEREIN FOR REFERENCE ONLY	
4	5'-0"	7'-0"	NEW SOLID CORE WOOD DOOR	WITH LEVER HANDLE, PRIVACY LOCK, HARDWARE SPEC. BY OWNER	
5	5'-0"	7'-0"	NEW SOLID CORE WOOD DOOR	WITH SELF-RELEASING DOOR HARDWARE WITH INTERCONNECTED SINGLE LOCKING PINBOWTIE, SOULAGE LOCKING DOOR HANDLE AND DEADBOLT SET	
6	2'-0"	7'-0"	NEW SOLID CORE WOOD DOOR	WITH SELF-RELEASING DOOR HARDWARE WITH INTERCONNECTED SINGLE LOCKING PINBOWTIE, SOULAGE LOCKING DOOR HANDLE AND DEADBOLT SET	

CPC TABLE 422.1 PLUMBING FIXTURES CALCULATION	
LAUNDRY SERVICE	SF = 2,184 SF (TOTAL AREA)
OCCUPANT LOAD = (2,184 SF) / (200 SF/PERSON)	
NUMBER OF OCCUPANTS = 10 PERSONS (5 MALE / 5 FEMALE)	
FOR BUSINESS OCCUPANCY WITH AN OCCUPANT LOAD LESS THAN 50 INCLUDING EMPLOYEES AND CUSTOMERS, ONE TOILET FACILITY FOR USE BY NO MORE THAN ONE PERSON AT A TIME SHALL BE PERMITTED FOR USE BY BOTH SEXES; THEREFORE 1 MC AND 1 LAV IS REQUIRED	



FLOOR PLAN SCALE: 1/4"=1'-0"



REFLECTED CEILING PLAN SCALE: 1/4"=1'-0"

- NOTES:
- 1 EXPOSED CEILING
 - 2 PENDANT LIGHT FIXTURE
 - 3 HARD LID CEILING
 - 4 SURFACE MOUNT LIGHT FIXTURE
 - 5 RECESSED CAN LIGHT
 - 6 RECESSED CEILING CABINET EXHAUST FAN
 - 7 ILLUMINATED EXIT SIGN
 - 8 SUPPLY AIR FLEXHUB

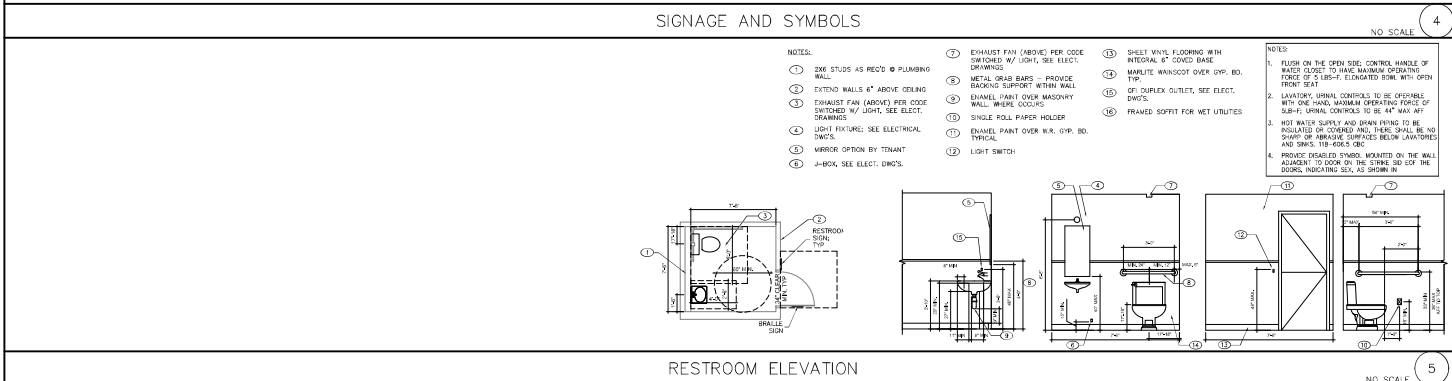
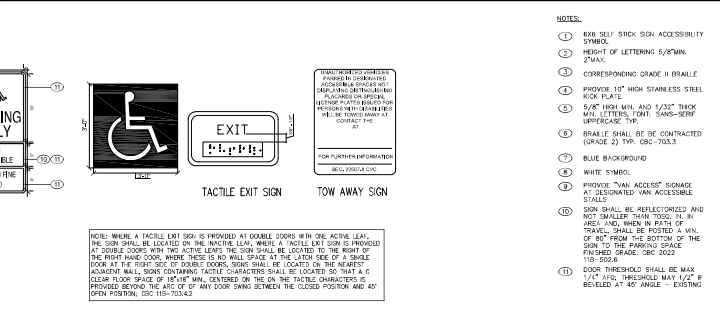
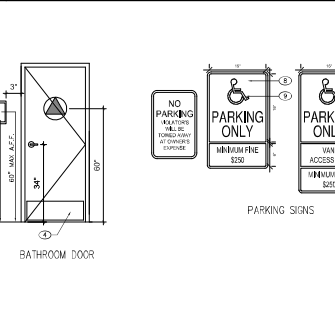
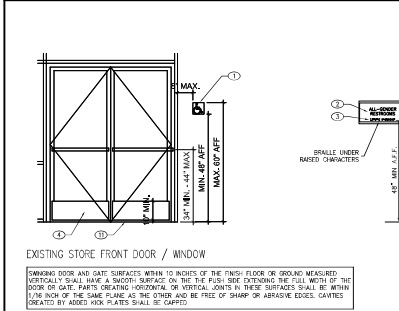
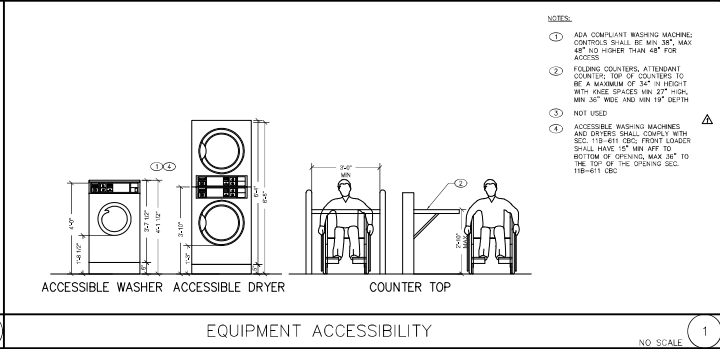
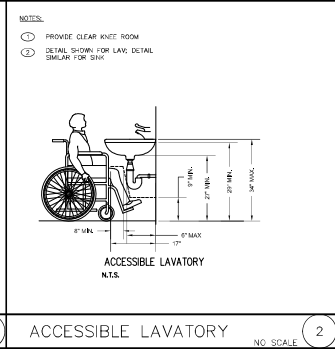
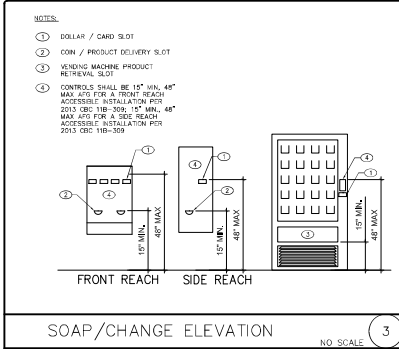
SM LAUNDRY DESIGN
 2788 STANFALL WAY
 MURBETA, CA 95030
 P: (925) 251-9900

TENANT IMPROVEMENT
 SELF-GENERATE COUNTRY
 800 EAST LIME OAK AVENUE
 ANCHORAGE, AL 99506

FLOOR PLAN, SCHEDULES

AS NOTED
 PROJECT NO: 2227
 SCALE: 1/4"=1'-0"
 DRAWN BY: JET
 CHECKED BY: JMF
 DATE: 11/06/2023

A-4 OF 6



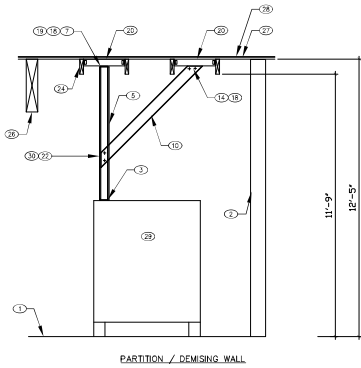
SM LAUNDRY DESIGN
27888 STANFALL WAY
HUNTERVA, CA 95039
P: (925) 247-9400

TENANT IMPROVEMENT
SCHEDULED CONTRACT
500 EAST LIME DAK AVENUE
ANCOONIA, VA 27010

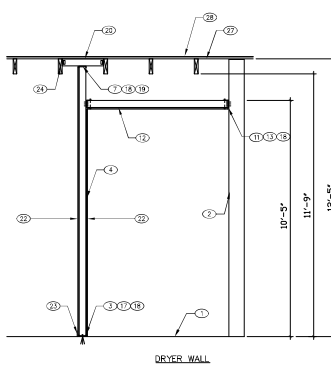
DETAILS

AS NOTED
PROJECT NO. 2227
DRAWN BY SMC
CHECKED BY JMT
DATE 11/06/2023

A-5
OF 6



PARTITION / DEMISING WALL



DRYER WALL

WALL CONSTRUCTION

- NOTES:
- (1) 4" WYL. BASE
 - (2) 2x8 ROOF RAFTERS AT 24" O.C.
 - (3) NOT USED
 - (4) BEAM / DRIP/WALL ASSEMBLY
 - (5) ROOF DECK
 - (6) ROOFING
 - (7) CLOTHES DRYER
 - (8) PROVIDE 2 SF FREE AREA OPENING FOR EACH DRYER IN WALL OR COOKTOP FOR DRYER MAKE-UP AIR. PROVIDE FRAMING BEAM, SCREENS AT EACH DRYING
 - (9) 4" WYL. BASE
 - (10) 2x8 ROOF RAFTERS AT 24" O.C.
 - (11) 2x8 ROOF RAFTERS AT 24" O.C.
 - (12) 2x8 ROOF RAFTERS AT 24" O.C.
 - (13) 2x8 ROOF RAFTERS AT 24" O.C.
 - (14) 2x8 ROOF RAFTERS AT 24" O.C.
 - (15) 2x8 ROOF RAFTERS AT 24" O.C.
 - (16) 2x8 ROOF RAFTERS AT 24" O.C.
 - (17) 2x8 ROOF RAFTERS AT 24" O.C.
 - (18) 2x8 ROOF RAFTERS AT 24" O.C.
 - (19) 2x8 ROOF RAFTERS AT 24" O.C.
 - (20) 2x8 ROOF RAFTERS AT 24" O.C.
 - (21) 4" WYL. BASE
 - (22) 2x8 ROOF RAFTERS AT 24" O.C.
 - (23) BEAM / DRIP/WALL ASSEMBLY
 - (24) ROOF DECK
 - (25) ROOFING
 - (26) CLOTHES DRYER

SM LAUNDRY DESIGN
 2788 STANFALL WAY
 HUNTERA, CA 95030
 P: (925) 291-9900

TENANT IMPROVEMENT
 SELF-GENERATE ENERGY
 800 EAST LIME OAK AVENUE
 ANGELES, CA 90008

WALL CONSTRUCTION

SCALE AS NOTED
PROJECT NO. 2227
DATE 11/06/2023
BY JMF

A-6
 OF 6

NOT USED

Attachment No. 4

Preliminary Exemption Assessment



CITY OF
ARCADIA

PRELIMINARY EXEMPTION ASSESSMENT

1. Name or description of project:	Conditional Use Permit No. CUP 24-01 to allow a self-service laundromat within an existing commercial center.	
2. Project Location	The project site is located at 502 E. Live Oak Avenue. The proposed laundromat will be located within an existing multi-tenant commercial center located at the southeast corner of E. Live Oak Avenue and Lenore Avenue.	
3. Entity or person undertaking project:	A.	
	B. Other (Private)	
	(1) Name	Efren Covarrubias
	(2) Address	11707 Rio Hondo Pkwy
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"/>	The project is categorically exempt.	
	Applicable Exemption Class:	15301 – Class 1 (Use of an existing facility)
f. <input type="checkbox"/>	The project is statutorily exempt.	
	Applicable Exemption:	
g. <input type="checkbox"/>	The project is otherwise exempt on the following basis:	
h. <input type="checkbox"/>	The project involves another public agency which constitutes the Lead Agency.	
	Name of Lead Agency:	

Date: July 24, 2024

Staff: Gary Yesayan, Associate Planner



STAFF REPORT

Development Services Department

DATE: August 13, 2024

TO: Honorable Chairman and Planning Commission

FROM: Lisa L. Flores, Deputy Development Services Director
By: Edwin Arreola, Acting Senior Planner

SUBJECT: RESOLUTION NO. 2151 – APPROVING CONDITIONAL USE PERMIT NO. CUP 24-04 TO ALLOW A NEW MASSAGE BUSINESS AT 171 E. LIVE OAK AVENUE UNIT B
CEQA: Exempt
Recommendation: Adopt

SUMMARY

The Applicant, Wen Sun, is requesting approval of Conditional Use Permit No. CUP 24-04 to allow the operation of a new massage business (dba: JJ Massage) at 171 E. Live Oak Avenue Unit B. It is recommended that the Planning Commission adopt Resolution No. 2151 (Attachment No. 1) and find this project Categorical Exempt under CEQA and approve Conditional Use Permit No. CUP 24-04, subject to the conditions listed in this staff report.

BACKGROUND

The subject site is a corner lot that is located on the northwest side of E. Live Oak Avenue and S. 2nd Avenue. The existing 6,741 square foot, one-story commercial building has five units (171 E. Live Oak Avenue Units A-E – refer to Attachment No. 3 for the Site Plan and Floor Plan). The proposed business will be located in one of the five units that is approximately 1,253 square feet at 171 E. Live Oak Avenue Unit B. The unit was previously occupied by a beauty salon until February of 2023. The adjacent units consist of a market (Unit A), a dry-cleaning business (Unit C), a café (Unit D), and a boba tea shop (Unit E). The site has 34 parking spaces, with 20 parking spaces at the front of the lot (including two accessible spaces) and 14 parking spaces at the rear of the lot – refer to Figure 1 below.

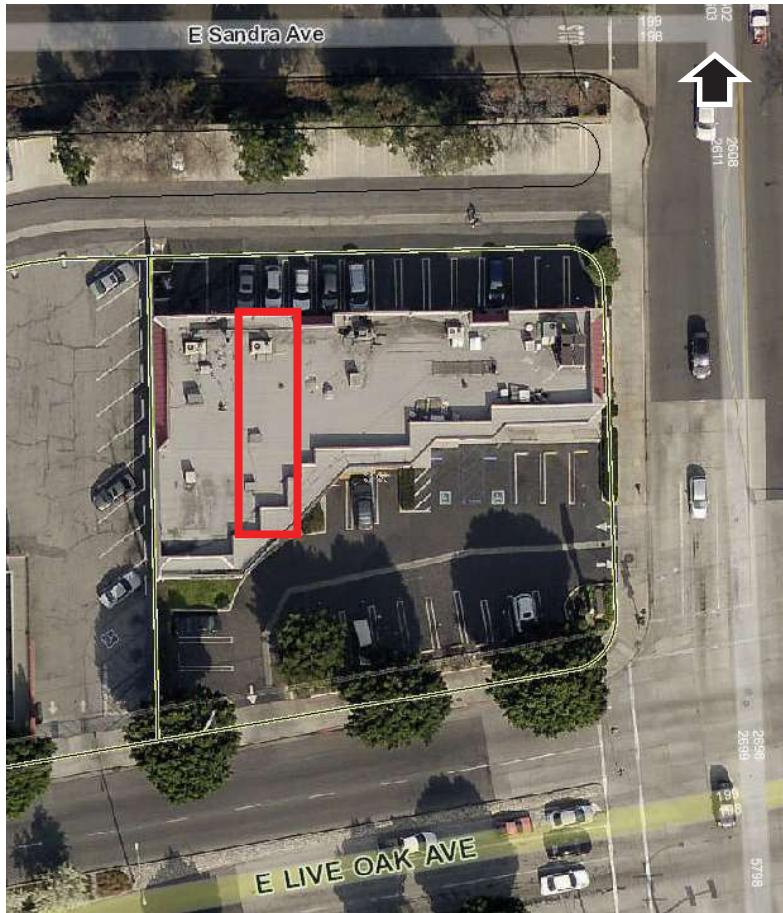


Figure 1 – Aerial of Subject Site

The property is zoned C-G (General Commercial) with a Residential Flex Overlay (R-F) and has a General Plan Land Use Designation of Commercial. The site is surrounded by other commercial properties zoned C-G with an R-F Overlay to the east and west and there is a MU (Mixed Use) property located across the street to the south. Immediately to the north, across the adjacent alley way, there is a C-G zoned property that is a parking lot area for 135-159 E. Live Oak Avenue that is not owned by the property owner of the subject property. - 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 provide full body massages such as deep tissue and Chinese-style massages to be conducted in one of the two massage rooms. The Applicant has approximately 15 years of experience as a certified massage therapist. Massage services are classified as a *Personal Restricted Use* and are only allowed through a Conditional Use Permit. There will be a maximum of two (2) massage therapists at any given time. The business will be operated on an appointment and walk-in basis. Customers will be assigned to a room after they check-in. When a

massage therapist is with another client, the customer(s) will be allowed to remain in the waiting area until they can be attended.

The 1,253 square foot unit will have a waiting room, two (2) massage rooms, a break room, an office, 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 9:00 p.m., everyday.



Figure 2 – Proposed Floor Plan

ANALYSIS

Personal restricted use, such as massage services, 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 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 five units that share the same parking lot. Each of the uses within the 6,741 square foot building has a required parking ratio of one (1) space per 200 square feet of floor area, including the proposed business. The 34 required parking spaces for this site are currently being met. Additionally, with a maximum of two massage therapists and two massage rooms, the business is not expected to impact the demand for parking for the site and the existing parking should adequately serve the business.

The proposed business meets all of the requirements of the Development Code for the zone and use and will be conditioned to ensure that the business complies with all of the City's regulations for massage services within the Arcadia Municipal Code.

FINDINGS

Section 9107.09.050(B) of the Development Code states 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 will also comply with the Massage Therapist regulations as set forth in the Arcadia Municipal Code. Additionally, the proposed massage use, as a personal service use, provides a commercial service that is compatible to the mixture of other commercial businesses along Live Oak Avenue and the adjacent retail, dry cleaner, and restaurant uses in this center. 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 1,253 square foot commercial unit within the existing five-unit building. The business will only have two massage rooms within the unit and only two customers will be serviced at a time. The proposed use is in compliance with the minimum parking requirements and, since the proposed business is a small operation, it is not expected to negatively affect the other land uses in the vicinity. The use is compatible and not detrimental to the other existing retail and commercial businesses located on site and along E. Live Oak Avenue as other comparable personal service uses, such as acupuncture, beauty salon, and dry-cleaning services, are located within the vicinity of the property, and massage businesses are typically found in commercial areas with a collection of commercial services that include retail and restaurant uses. 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 with an existing commercial building. The 1,253 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. 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 northwest corner of E. Live Oak Avenue and S. 2nd Avenue. Both streets are 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; therefore the 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 will be located in an existing unit that is suitable for the small nature of the business and is located on a site that provides adequate parking. 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 E. Live Oak Avenue, a commercial corridor within the City. 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.

ENVIRONMENTAL IMPACT

It has been determined that the project qualifies as a Class 1 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 (refer to Attachment No. 4).

PUBLIC COMMENTS/NOTICE

A public hearing notice for this item was posted at the City Clerk's Office, City Council Chambers, at the Arcadia Library, and on the City's website on August 1, 2024. It was also mailed to the property owners located within 300 feet of the subject property. As of August 8, 2024, no comments were received regarding this project.

RECOMMENDATION

It is recommended that the Planning Commission adopt Resolution No. 2151 approving Conditional Use Permit No. CUP 24-04 for a new massage business and find that the

project is Categorically Exempt under the California Environmental Quality Act (CEQA), subject to the following conditions of approval:

1. The use approved by CUP 24-04 shall be limited to a business providing massage services. Its hours of operation shall be limited to the hours of 10:00 a.m. to 9:00 p.m., everyday. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 24-04, 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) massage rooms with a maximum of one customer and one employee in each room at any given time. All services shall be provided in a fully enclosed room and should not be conducted in the reception/waiting area. 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. Any intensification to the number of massage rooms permitted shall be subject to review and approval by the Deputy Development Services Director, or designee, unless significant modifications are proposed; in which case, the application may be referred to the Planning Commission.
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 24-04 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, the 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 24-04 ("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 24-04 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 24-04, stating that the proposal satisfies the requisite findings, and adopting the attached Resolution No. 2151 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 24-04, 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 August 13, 2024 hearing, please contact Acting Senior 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. 2151
- 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: Preliminary Exemption Assessment

Attachment No. 1

Resolution No. 2151

RESOLUTION NO. 2151

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. CUP 24-04 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT TO ALLOW A NEW MASSAGE BUSINESS AT 171 E. LIVE OAK AVENUE UNIT B

WHEREAS, on April 11, 2024, an application for Conditional Use Permit No. CUP 24-04 was filed by the business owner, Wen Sun (“Applicant”), to allow the operation of a new massage business located at 171 E. Live Oak Avenue Unit B (“Project”); and

WHEREAS, on July 24, 2024, Planning Services completed an environmental assessment for the Project in accordance with the California Environmental Quality Act (“CEQA”) and determined that the Project is exempt under Section 15061(b)(3) of the CEQA Guidelines because the Project has no potential to cause a significant effect on the environment, and qualifies as a Class 1 Categorical Exemption under Section 15301 of the CEQA Guidelines pertaining to the use of an existing facility; and

WHEREAS, on August 13, 2024, a duly noticed public hearing was held before the Planning Commission on said application, 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 August 13, 2024 are true and correct.

SECTION 2. This Commission finds that based upon the entire record, pursuant to Section 9107.09.050 of the Arcadia Development Code, all of the following 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 the applicant will be required to comply with all other applicable provisions of the Development Code and the Municipal Code.

FACT: 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 commercially 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 will also comply with the Massage Therapist regulations as set forth in Section 6418 of the Arcadia Municipal Code. Additionally, the proposed massage use, as a personal service use, provides a commercial service that is compatible with the mixture of other commercial businesses along Live Oak Avenue and the adjacent retail, dry cleaning, and restaurant uses in this center. 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.

FACT: The proposed business will occupy a 1,253 square foot commercial unit within the existing five-unit building. The business will only have two massage rooms within the unit and only two customers will be serviced at a time. The proposed use is in compliance with the minimum parking requirements and, since the proposed business is a small operation, it is not expected to negatively affect the other land uses in the vicinity. The use is compatible and not detrimental to the other existing retail and commercial businesses located on site and along E. Live Oak Avenue as other comparable personal service uses, such as acupuncture, beauty salon, and dry-cleaning services, are located within the vicinity of the property, and massage businesses are typically found in commercial areas with a collection of commercial services that include retail and restaurant uses. 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;

FACT: The site is physically suitable and adequately developed for the proposed massage use because the property is an improved site with an existing commercial building. The 1,253 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. 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;

FACT: The property is located on the northwest corner of E. Live Oak Avenue and S. 2nd Avenue. Both streets are 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.); 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; therefore the 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 proposed massage use will be located in an existing unit that is suitable for the small nature of the business and is located on a site that provides adequate parking. 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 E. Live Oak Avenue, a commercial corridor within the City. 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.

SECTION 3. Pursuant to the provisions of the California Environmental Quality Act (“CEQA”), this Project is a Class 1 Categorical Exemption pertaining to the use of an existing facility per Section 15301 of the CEQA Guidelines.

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, Class 1, and approves Conditional Use Permit No. CUP 24-04 to allow the operation of a new massage business located at 171 E. Live Oak Avenue Unit B, subject to the conditions of approval attached hereto.

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

[SIGNATURES ON THE NEXT PAGE]

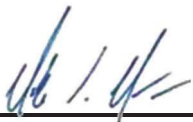
Passed, approved and adopted this 13th day of August, 2024.

Vincent Tsoi
Chair, Planning Commission

ATTEST:

Lisa L. Flores
Secretary

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

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RESOLUTION NO. 2151

Conditions of Approval

1. The use approved by CUP 24-04 shall be limited to a business providing massage services. Its hours of operation shall be limited to the hours of 10:00 a.m. to 9:00 p.m., everyday. The business shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 24-04, 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) massage rooms with a maximum of one customer and one employee in each room at any given time. All services shall be provided in a fully enclosed room and should not be conducted in the reception/waiting area. 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. Any intensification to the number of massage rooms permitted shall be subject to review and approval by the Deputy Development Services Director, or designee, unless significant modifications are proposed; in which case, the application may be referred to the Planning Commission.
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 24-04 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, the 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 24-04 ("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 24-04 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 with Zoning Information &
Photos of the Subject Site

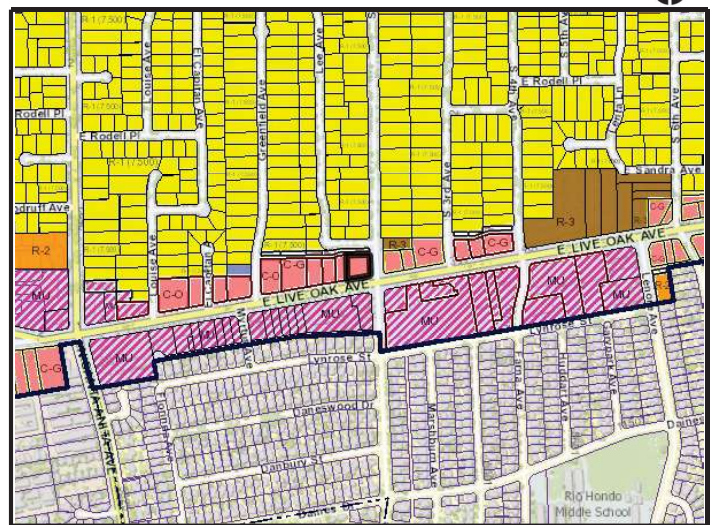
Site Address: 171 E LIVE OAK AVE

Property Owner(s): Property Owner

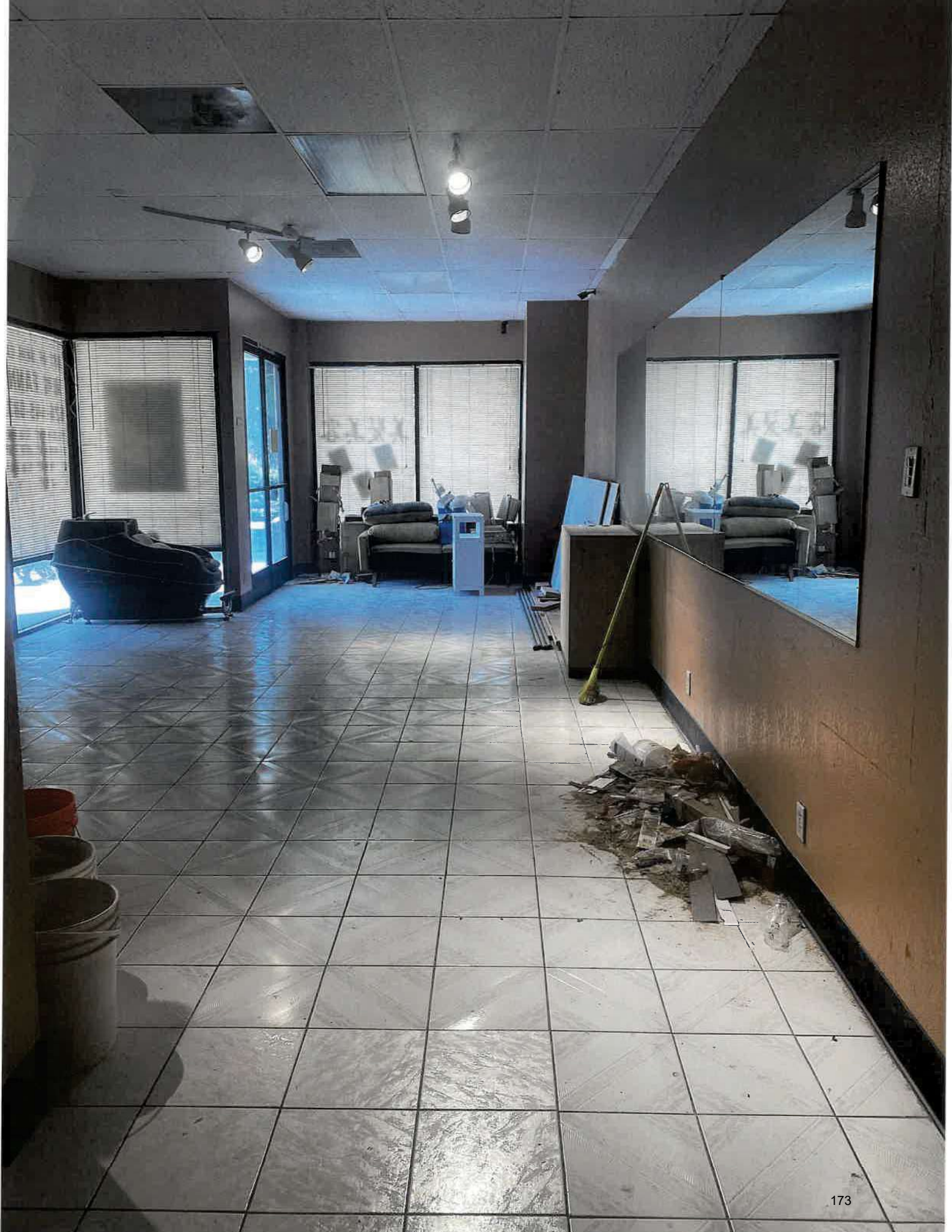


Property Characteristics	
Zoning:	C-G
General Plan:	C
Lot Area (sq ft):	
Main Structure / Unit (sq. ft.):	6,741
Year Built:	1985
Number of Units:	1
Overlays	
Architectural Design Overlay:	Yes
Downtown Overlay:	N/A
Downtown Parking Overlay:	N/A
Parking Overlay:	N/A
Racetrack Event Overlay:	N/A
Residential Flex Overlay:	Yes
Special Height Overlay:	N/A

Selected parcel highlighted



Parcel location within City of Arcadia





Attachment No. 3

Site Plan and Floor Plan



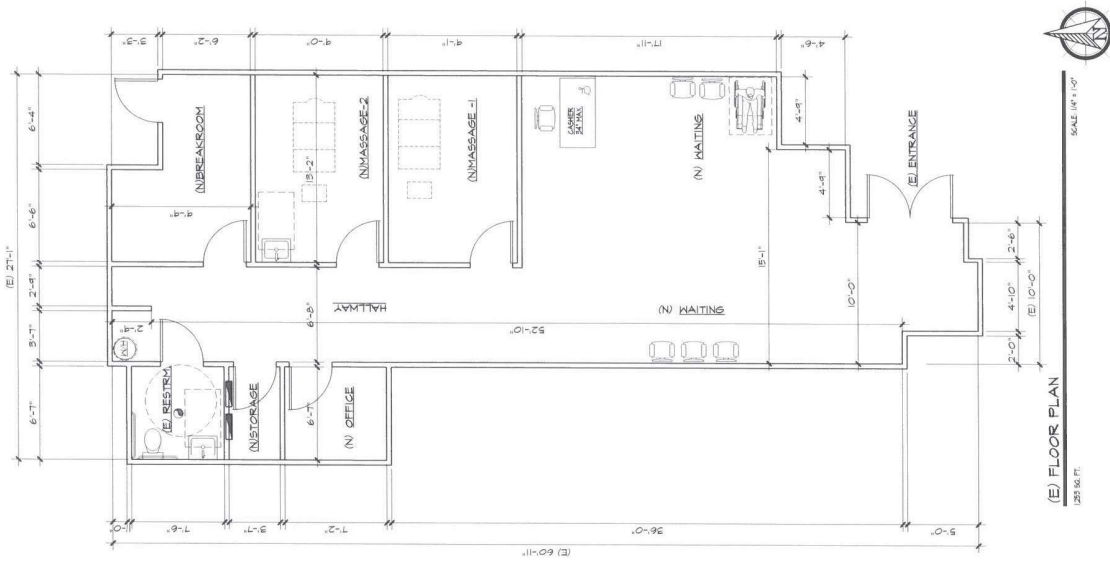
THIS PARKING IS
 NOT A
 PART OF THIS
 SITE

PARKING SUMMARY:

STANDARD	21
ADA PARKING	2
TOTAL	23



EXISTING SITE PLAN - UNCHANGED
 ONLY FOR REFERENCE
 SCALE: 1"=20'-0"



Attachment No. 4

Preliminary Exemption Assessment



CITY OF
ARCADIA

PRELIMINARY EXEMPTION ASSESSMENT

1. Name or description of project:	CUP 24-04 Conditional Use Permit with a Categorical Exemption under the California Environmental Quality Act ("CEQA") Section 15301(a) to allow a new massage business.								
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):	171 E. Live Oak Ave. Unit B – The business is located on the northwest corner of E. Live Oak Ave. and S. 2 nd Ave.								
3. Entity or person undertaking project:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">A.</td> <td style="width: 50%;"></td> </tr> <tr> <td>B. Other (Private)</td> <td></td> </tr> <tr> <td>(1) Name</td> <td>Wen Sun, Business Owner</td> </tr> <tr> <td>(2) Address</td> <td>309 S. Del Mar Ave #3 San Gabriel, CA 91776</td> </tr> </table>	A.		B. Other (Private)		(1) Name	Wen Sun, Business Owner	(2) Address	309 S. Del Mar Ave #3 San Gabriel, CA 91776
A.									
B. Other (Private)									
(1) Name	Wen Sun, Business Owner								
(2) Address	309 S. Del Mar Ave #3 San Gabriel, CA 91776								
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 border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">The project is categorically exempt.</td> <td style="width: 50%;"></td> </tr> <tr> <td>Applicable Exemption Class:</td> <td>15301(a) – Class 1 (Use of an existing facility)</td> </tr> </table>	The project is categorically exempt.		Applicable Exemption Class:	15301(a) – Class 1 (Use of an existing facility)				
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f. <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">The project is statutorily exempt.</td> <td style="width: 50%;"></td> </tr> <tr> <td>Applicable Exemption:</td> <td></td> </tr> </table>	The project is statutorily exempt.		Applicable Exemption:					
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g. <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">The project is otherwise exempt on the following basis:</td> <td style="width: 50%;"></td> </tr> </table>	The project is otherwise exempt on the following basis:							
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h. <input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">The project involves another public agency which constitutes the Lead Agency.</td> <td style="width: 50%;"></td> </tr> <tr> <td>Name of Lead Agency:</td> <td></td> </tr> </table>	The project involves another public agency which constitutes the Lead Agency.		Name of Lead Agency:					
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Date: July 24, 2024

Staff: Edwin Arreola, Acting Senior Planner



**ARCADIA PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, JULY 9, 2024**

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

ROLL CALL

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

ABSENT: None

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

There were none.

PUBLIC COMMENTS (5 minute time limit per person)

There were none.

PUBLIC HEARING

- 1. Resolution No. 2148**– Approving Conditional Use Permit No. CUP 24-02 to allow an educational center for robotics and coding at the “The Shoppes at Highlands Center” located at 139 East Foothill Boulevard

CEQA: Exempt

Recommendation: Adopt

Applicant: Wendy and Spencer Mo

MOTION - PUBLIC HEARING

Commissioner Hui arrived at the meeting after roll call at 7:02 p.m.

Chair Tsoi introduced the item and Associate Planner Gary Yesayan presented the staff report.

Vice Chair Wilander asked for clarification about the phrase “under high school age”.

Mr. Yesayan explained that the Development Code breaks down the parking requirements by age group, under high school age and high school age.

Dan Bacani introduced himself as the property owner’s representative and expressed excitement about the proposed business. Mr. Bacani believed an educational center is a great use and it would complement the other tenants in the shopping center. Mr. Bacani said he spoke with the Grocery Outlet’s representatives, their biggest lessee, and they were supportive of the proposed use.

Commissioner Hui asked if the unit between the proposed education center and the Dollar Tree was vacant.

Mr. Bacani said the unit has been leased to a dialysis center, however, they have not occupied it because they are still working with the State in obtaining their accreditation.

Commissioner Hui asked if there are any plans for the property to be redeveloped into a mixed-use development.

Mr. Bacani said there have been a lot of interested buyers asking to redevelop the property, but the property owner has some long-term leases and is happy to leave it as-is.

Vice Chair Wilander asked the Applicant for clarification about the age and grade groups.

The Applicant said their education facility will serve children from kindergarten through high school but were required to break down the age groups to calculate the parking spaces as required by the Development Code.

No one spoke in favor of the proposal.

No one spoke in opposition to the proposal.

Commissioner Tallerico made a motion to close the public hearing. Commissioner Arvizu seconded the motion.

Without objection, the motion was approved.

DISCUSSION

Commissioner Tallerico said this will be a good project, and he had no concerns about parking.

Vice Chair Wilander asked for more information about the operating hours for birthday party rentals.

Mr. Yesayan said that the facility will be available to rent for private events or birthdays and they will only be held during the regular hours of operations. He added that the number of people for birthday party rentals will be limited to ten (10) people.

Commissioner Hui said she liked the proposal and is supportive of new education centers.

Commissioner Arvizu said it was great there are more Science, Technology, Engineering, and Mathematic (STEM) education facilities opening in the City and is in favor of the proposal.

Chair Tsoi stated that this proposal is a good use for the plaza, all the other uses complement each other, and there is sufficient parking.

MOTION

It was moved by Vice Chair Wilander, seconded by Commissioner Hui to adopt Resolution No. 2148 approving Conditional Use Permit No. CUP 24-02 for a new educational center for robotics and coding at the "Shoppes at Highlands Center" located at 139 East Foothill Boulevard in which the findings were made and is CEQA exempt.

ROLL CALL

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

The motion was approved.

There is a ten day appeal period. Appeals are to be filed by 4:30 p.m. on Friday, July 19, 2024.

CONSENT CALENDAR

1. Minutes of the June 11, 2024, Regular Meeting of the Planning Commission

Recommendation: Approve

Commissioner Tallerico motioned to approve the minutes and seconded by Commissioner Hui.

ROLL CALL

AYES: Chair Tsoi, Commissioners Hui, Arvizu, and Tallerico
NOES: None
ABSENT: None

Vice Chair Wilander abstained since she was not present at the June 11, 2024, meeting.

The motion was approved.

MATTERS FROM CITY COUNCIL LIAISON

City Council Member Kwan was absent.

MATTERS FROM THE PLANNING COMMISSONERS

Commissioner Tallerico provided an update on his efforts to add Inclusive Architecture onto the agenda and said he attended a City Council meeting to introduce Inclusive Design to the City Council during the public comments.

Commissioner Hui said she was unsure about the protocol for asking questions or bringing up items for discussion.

Chair Tsoi expressed that the structure of the Planning Commission meeting is in place for a reason. Mr. Tsoi said he appreciates that Commissioners can ask questions or share matters at the end of the meeting. However, it is important that Commissioners not engage in discussion on material that is not on the agenda. That it is also important that we follow the rules and procedures.

Commissioner Arvizu agreed with Chair Tsoi's sentiments. He acknowledged that he supports Commissioner Tallerico's efforts however, it is important to go through the right procedures.

Chair Tsoi said that he understands Commissioners like to ask the applicants questions that are not always applicable to the project but that it is important to evaluate if the question is relevant and only ask questions that are applicable.

Assistant City Attorney Kellan Martz stated that the topic of discussion is not on the agenda, and it should not be discussed any further.

Commissioner Tallerico asked for clarification on the protocol for asking questions during a public hearing that may be directly or indirectly related to the project.

Mr. Martz explained that it depends on the findings the Commission is required to make.

Commissioner Tallerico asked Mr. Martz for his thoughts about the Commissioners' duties and the process to make recommendations to the City Council.

Mr. Martz said that it is not in a Planning Commissioner's authority to recommend or agendize something that is in their own interest and does not fit the outline of duties in the Municipal Code or has not been delegated by the City Council. Furthermore, Mr. Martz listed some of the Planning Commissioners' duties according to the City's Development Code. He stated that the Commissioners' duties include reviewing development projects, appeals, recommendations of code amendments or environmental documents, and other applicable policy regulatory matters in which they are related to the City's planning process.

Commissioner Tallerico asked if a member of the public asked for the Planning Commission to agendize an item, then they can if there are three votes to do so.

Mr. Martz said they may not because they do not have the authority to add an item to the agenda. He added that the Commissioners may acknowledge the public comments but that is all they are limited to.

Commissioner Arvizu asked if a Planning Commissioner is allowed to comment as a City resident during public comment at a City Council meeting requesting to agendize an item.

Mr. Martz said yes, he may.

Commissioner Tallerico said he was under the impression that he was allowed to also speak as a Commissioner during public comment at a City Council meeting. He then asked for clarification.

Mr. Martz said he will look into the matter to confirm.

MATTERS FROM ASSISTANT CITY ATTORNEY

Mr. Martz had nothing to report.

MATTERS FROM STAFF INCLUDING UPCOMING AGENDA ITEMS

Ms. Flores reported that there will be one item for the July 23 meeting and two items for the August 13 meeting.

Ms. Flores asked the Commissioners for their availability for the next couple of meetings to ensure that there will be a quorum.

Ms. Flores informed the Commission that there will be a Business Permit and License Review Board meeting on August 13 before the Regular Planning Commission meeting, and it will likely start at 6:00 p.m.

ADJOURNMENT

The Planning Commission adjourned the meeting at 7:45 p.m., to Tuesday, July 23, 2024, at 7:00 p.m. in the City Council Chamber.

Chair Tsoi, Planning Commission

ATTEST: _____
Lisa L. Flores
Secretary, Planning Commission