

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

REGULAR MEETING – August 23, 2023

1. CALL TO ORDER

The Planning Commission/Subdivision Committee met in Regular Session at 7:02 p.m., Wednesday, August 23, 2023, in the Council Chamber located at 3191 Katella Avenue, Los Alamitos, CA 90720, Chair Loe presiding.

2. ROLL CALL

Present: Commissioners: Chair Loe
Andrade, DeBolt, Culty, Grose,
Sofelkanik (absent), Zellmer

Staff: Irving Montenegro Jr., Development Services
Manager
Michael Daudt, City Attorney
Tom Oliver, Associate Planner
Gabriela Martinez, Department Secretary

3. PLEDGE OF ALLEGIANCE

Vice Chair Loe led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

Chair Loe opened oral communication.

Chair Loe closed oral communication.

5. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Planning Commissioner requests separate action on a specific item.

Motion/Second:

Carried 5/0 (Grose/Culty) Sofelkanik absent, Andrade abstained: The Planning Commission approved the Regular Meeting minutes of July 19, 2023.

6. Public Hearing

**A. Zoning Ordinance Amendment (ZOA) 23-02 – Continued Discussion of
the Permitting of Short-Term Rentals**

Commissioner Loe opened public hearing.

Associate Planner Oliver shared the results of the Short-Term Rental (STR) Survey that was issued out to the community. Such results consisted of the following:

- Received a total of 451 responses from the survey that ran from May 24th – July 29th.
- Responses were spread throughout most neighborhoods.
- 80% of respondents were against STR's.
- The community left comments sharing their feelings and views of possible STR's and many of which were not in favor of STR's.
- Briefly described the availability of the survey via the City's social media platforms, weekly e-newsletter, City website, the delivery of door hangers, and a press release.

Commissioner Grose inquired about where the most responses were received from. Commissioner Cuijty stated Apartment Row.

Chair Loe asked if all the neighborhoods are of equal size in population. Associate Planner Oliver advised that they are not alike to one another. Additionally stating that smaller neighborhoods received the least responses, while the larger neighborhoods received the most.

Commissioner DeBolt complemented staff for being able to get the word out to the community.

Commissioner Cuijty stated that this survey was of great interest to the community.

Commissioner Loe and fellow Commissioners shared their praise and gratitude toward staff for their efforts in getting the survey out to the community and following it all the way through to presenting the information to them.

Commissioner Grose shared her thoughts on how unique the survey is and how it was able to reach everyone in the community at such a fast rate.

Chair Loe opened public hearing.

Chair Loe closed public hearing.

Commissioner Grose shared her findings from surveying residents on their thoughts of Airbnb's next door to their home, where all were against it due to the following:

- Hosted parties
- Concern over the type of people who would be renting.

- The probability of poor property maintenance with financial gain serving as the main interest.
- The unknown of how long each rental term will be.

Commissioner Grose stated she was surprised that the individual who brought the request for STR's forward to the Commission is not present at the meeting.

Commissioner Zellmer stated it was interesting that many individuals who responded to the survey are against having STR's.

City Attorney Daudt clarified the proposed staff recommendations to the Commission.

Motion/Second:

Carried 6/0 (Zellmer/DeBolt) Sofelkanik absent: The Planning Commission will discontinue consideration of Short-Term Rentals within city limits.

B. Site Development Permit (SDP) 23-01 – Continuance to a future meeting for a Three- Story, Four Unit, Multiple-Family Residential Project

Commissioner Grose recused herself due to conflict of living within 500 feet of the project.

Associate Planner Oliver summarized the staff report and asked the Commission to continue the discussion to the September 27th Planning Commission Meeting.

Chair Loe asked and received clarification from Associate Planner Oliver as to whether this project would still need to be noticed for the next meeting even if it were cancelled. Associate Planner Oliver advised that the project does not have to be noticed for a cancelled meeting but is to be noticed for the next held meeting.

Chair Loe opened public hearing.

Chair Loe closed public hearing.

Commissioner DeBolt inquired about whether this project will incorporate an Accessory Dwelling Unit (ADU). Associate Planner Oliver clarified that this project proposes a build in anticipation of an ADU. Additionally stating that consideration of this project will have to be based on the proposed four-units only.

Motion/Second:

Carried 5/0 (DeBolt/Andrade) Grose recused: Continue discussion to the September 27th Planning Commission meeting for a Three-Story, Four Unit, Multiple-Family Residential Project.

Commissioner Grose rejoined the dais.

7. ITEMS FROM THE DEVELOPMENT SERVICES DIRECTOR

Development Services Manager Montenegro Jr. discussed the following:

- Discussion item pertaining to noise and construction will be brought back to the September meeting. Staff continues to work on compiling data to present the Planning Commission.
- Commissioner polos will likely be available for distribution at the September meeting.
- The Air Land Use Commission (ALUC) [City Council agenda item] was not passed at the August City Council Meeting.

Commissioner Zellmer asked for clarification on what ALUC is.

City Attorney Daudt stated that ALUC has not been agendized for a discussion therefore it could not be spoken on. He recommended reading the City Council staff report to get further familiarized with the topic.

Development Services Manager Montenegro Jr. further discussed the following:

- Celebrate Los Al and Pine strEAT's event will be held on September 16th and encouraged the Planning Commission to attend.
- The anticipated use of DocuSign is slated for implementation by the September meeting.
- Interior maintenance work occurring at the museum and the anticipated reopening date in October.

10. COMMISSIONER REPORTS

Commissioner Grose inquired about any potential plans of re-evaluation of the Transient Occupancy Tax (TOT) by City Council. Associate Planner Oliver stated that it would have to be part of the fee study and can be discussed by the City Council at that time.

Commissioner Grose inquired on the following concerning electric vehicle charging stations:

- The aesthetics of the charging station.
- The location at which the charging stations are placed throughout the City.
- Bringing back this topic for a future discussion.

Development Services Manager Montenegro Jr. stated the following regarding electric vehicle charging stations:

- They are becoming more prominent throughout other many communities.
- City staff can look further into the codes of other cities for cross reference.
- There may be some areas where the City can have decisions over.
- Private property makes the City limited to input and suggestions unless impeding on traffic laws or public walkways.

Commissioner Grose inquired about the possibility to agendize this item for a future Planning Commission discussion.

Associate Planner Oliver advised that state [regulations] provide the City with a limited amount of say in the installation of charging stations. Additionally, he stated that staff will conduct research and will present the information back to the Planning Commission.

Commissioner Grose expressed concern over not having the opportunity to review and provide feedback prior to the installation of stations.

Commissioner Cuiity asked and received clarification from Associate Planner Oliver about the charging stations at Chase Bank, and whether those were subject to review. Associate Planner Oliver clarified that they did not have to go through the Planning Division but did have to go through the Building and Safety Division to make sure they were safe to the public.

City Attorney Daudt expressed that he has not looked into this issue, as it has to do more with the state building standards codes, however, advised that he would look into it alongside staff, and would present the findings at a later meeting.

Commissioner DeBolt asked whether new construction has provisions which require charging stations. Associate Planner Oliver stated that he has not researched this item due to it being a Building and Safety concern. Additionally stating that Chase Bank volunteered to have charging stations due to staff having electric vehicles.

Commissioner Andrade briefly discussed charging capacities for electric vehicles.

Commissioner Zellmer briefly discussed building standards as they relate to electrical panels.

City Attorney Daudt stopped the discussion from going any further without agendizing the item.

Motion/Second:

Carried 6/0 (Grose/DeBolt): Agendize the discussion of electric vehicle charging stations on private and public properties.

Commissioner Grose touched on the Serve Los Al event stating that the sign-up for volunteering opportunities is available on the City website.

Commissioner Andrade shared that the grand opening for the gas station on Katella Avenue and Siboney Steet went well and had a great turn out.

Commissioner Grose thanked staff and the Planning Commission for their hard work with all that went into the remodel and plans for the gas station remodel.

Commissioner DeBolt shared that he has trouble accessing the agenda through the link that is sent by staff.

Commissioner Culty and Chair Loe added that the agenda [webpage] format is challenging.

Commissioner DeBolt is requesting hard copies or a tablet to view the agenda packet.

Commissioner Andrade stated that there is an option for a hard copy to be delivered to each commissioner if wanted.

Development Services Manager Montenegro Jr. advised that staff is working on incorporating the use of tablets that will be used during Commission meetings. Until the technical difficulties are resolved, staff can deliver a hard copy of the agenda packet for each meeting.

Development Services Manager Montenegro Jr. stated that an email will be sent out following the publishing of the agenda and the commissioners can then state if they would like it delivered or picked up.

Commissioner Culty asked and received clarification from City Attorney Daudt as to whether communication can only occur through City issued emails. City Attorney Daudt advised that this is a question for the City Clerk's Office and/or IT Department.

Development Services Manager Montenegro Jr. touched on the emails being sent to city emails which might contain some confidential information, which could be more secure to send via the city email.

Associate Planner Oliver shared that if using a personal email, it makes the email service open to a records request and possibly having personal conversations read at City Council meetings.

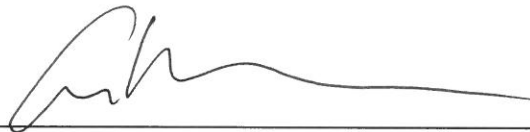
City Attorney Daudt provided clarification on discussing any type of City information or City business, even on personal emails or phones, it is subject to public record.

Chair Loe inquired about the start time for the Commission meetings starting at 7pm. The Planning Commission shared their thoughts as to why the 7pm start time works for them.

11. ADJOURNMENT

The Planning Commission adjourned the meeting at 7:38 p.m. to August 23, 2023.

ATTEST:



Gabriela Martinez, Department Secretary



Gary Loe, Chair

