



**PLANNING COMMISSION
MEETING AGENDA**

TUESDAY, JANUARY 17, 2023 AT 6:30 PM

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA**

PLANNING COMMISSION MEMBERS

**VICTOR CUEVAS, CHAIR
PRISCILLA DEL RIO, VICE-CHAIR
NATALIA LOMELI, PLANNING COMMISSIONER
BERJ ALIKSANIAN, PLANNING COMMISSIONER
VACANT, PLANNING COMMISSIONER**

CITY STAFF

**JOSEPH PALOMBI, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT
MONICA MERCADO-RODRIGUEZ, PLANNING MANAGER
GLORIA V. RAMIREZ, DEPUTY CITY ATTORNEY
MARIA CELESTE ALCANTAR, CODE ENFORCEMENT COORDINATOR**

NOTICES

COVID-19 NOTICE: The City Council rescinded the Declaration of the Local Emergency and the continuation of teleconferencing open meetings pursuant to AB 361 by adopting Resolution No. 22-21 on Wednesday, April 13, 2022. This Planning Commission Meeting will be held in person and will meet at **City Hall – City Council Chambers, 1600 West Beverly Boulevard, Montebello, California**. The meeting will be live streamed and can be watched on the City's website and YouTube Channel via the following link: <https://www.montebellocal.gov>, and may also be viewed on Spectrum Public Access Channel 3 for all Spectrum cable subscribers.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act (ADA) any person with a disability who requires special accommodations in order to participate in a meeting should contact Maria Celeste Alcantar, Code Enforcement Coordinator at (323) 887-1200 EXT: 486 Monday-Thursday from 7:30 a.m.-5:30 p.m. Please call 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II 1203). If you require translation services, please contact us 24 hours before this meeting.

PUBLIC COMMENTS:

In-Person: For those interested in participating during the Public Comment period(s) or public testimony period for Public Hearings of the Planning Commission meetings, you may address the Planning Commission in person the day of the meeting. Speakers will be required to complete a speaker card provided at the door and submit it to Maria Celeste Alcantar, Code Enforcement Coordinator prior to each Public Comment announcement period. Staff will number and call each speaker card in the order received.

Via Email: The public may also submit emailed comments via the following email address: pcpubliccomment@cityofmontebello.com up until the day of the meeting, Tuesday, January 17, 2023 by 6:30 p.m. These comments will be submitted to all members of the Planning Commission and will not be read aloud, but will be entered into the record of the proceedings to the extent they relate to matters listed on the posted agenda or otherwise address matters/issues within the subject matter jurisdiction of the Planning Commission. Any requests to provide public comment which is submitted after the deadlines indicated above will not be submitted to the Planning Commission, with the exception of non-agenda written item comments which will be held over for the next regularly scheduled meeting.

AGENDA MATERIALS: The agenda and agenda packet related to items on this agenda are available for public inspection at City's website at: [Agendas, Minutes, and Videos](#).

IN CONSIDERATION OF OTHERS, PLEASE TURN OFF, OR MUTE, ALL CELL PHONES AND PAGERS
THANK YOU FOR YOUR COOPERATION

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS (30 MINUTES)

At this time, the general public may address the Commission/Committee on any items listed on the Agenda, including items not listed on the Agenda (Non-Agenda Items) that are within subject matter jurisdiction. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person. State Law prohibits the Commission/ Committee from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Chairperson.

STAFF COMMUNICATIONS

MINUTES

1. **December 06, 2022**

RECOMMENDATION: Approval of Minutes from the Planning Commission meeting held on December 06, 2022.

PUBLIC HEARING

2. **Conditional Use Permit (“CUP”) and Parking Management Plan (“PMP”) Case No. PC-2022-0013-CUP-PMP to allow Melissa Bueno and Cruz Elizabeth Herrera on behalf of LaTourette Family Survival’s Trust (“Applicant”), to establish a banquet hall with tandem parking at an existing property located at 1800-1808 West Whittier (“Project Site”).**

RECOMMENDATION: It is recommended that the Planning Commission conduct a public hearing and take the following action:

1. ADOPT the Resolution approving Conditional Use Permit (CUP) Case No. PC-2022-0013-CUP-PMP with conditions to establish a banquet hall with tandem parking at the Project Site; and
2. DETERMINE AND FIND that the project (ENV No. 19-22-CE) is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures) – Class 3 exemption for the proposed project.

PLANNING COMMISSION ORALS

Planning Commission member announcements; requests for future agenda items; conference/meetings reports.

ADJOURNMENT

The City of Montebello Planning Commission will adjourn to the next Regular Meeting on March 07, 2023 at 6:30 p.m. at City Hall Council Chambers located at 1600 W. Beverly Boulevard, Montebello, CA 90640.

I, Maria Celeste Alcantar, Code Enforcement Coordinator for the City of Montebello, hereby certify that a copy of this agenda has been posted on or before Thursday, January 12, 5:30 p.m.

A handwritten signature in black ink, appearing to be 'MCA', with a long horizontal stroke extending to the right.

Maria Celeste Alcantar, Code Enforcement Coordinator



PLANNING COMMISSION MEETING AGENDA

MINUTES

TUESDAY, DECEMBER 06, 2022 AT 6:30 PM

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA**

CALL TO ORDER – Chair Cuevas called the meeting to order at 6:30 p.m.

ROLL CALL – Chair Cuevas, Commissioner Lomeli and Commissioner Aliksanian

PLEDGE OF ALLEGIANCE – Chair Cuevas

CORRECTIONS TO THE AGENDA – A correction to the November 1, 2022 Meeting Minutes was made to reflect that Commissioner Aliksanian was not in attendance and that Commissioner Del Rio was present.

PUBLIC COMMENTS (30 MINUTES)

At this time, the general public may address the Commission/Committee on any items listed on the Agenda, including items not listed on the Agenda (Non-Agenda Items) that are within subject matter jurisdiction. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person. State Law prohibits the Commission/ Committee from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Chairperson.

STAFF COMMUNICATIONS – None.

MINUTES

1. **October 18, 2022**

Motion to approve the Meeting Minutes from October 18, 2022 motioned by Commissioner Aliksanian and Seconded by Commissioner Lomeli. Director Palombi took roll and the item was approved 3-0.

2. **November 1, 2022**

Motion to approve the Meeting Minutes from the November 1, 2022 Planning Commission Meeting motioned by Chair Cuevas and Seconded by Commissioner Lomeli. Director Palombi took roll and the item was approved 2-1.

3. **December 20, 2022**

Public Hearing was opened and continued to the January 17th, 2023 Planning Commission Meeting due to the lack of quorum.

PUBLIC HEARING

4. **General Plan Amendment (“GPA”), Zone Change (“ZC”), and Site Plan Review (“SPR”) Case No. PC-2022-0004-GPA-ZC-SPR to allow the General Plan designation to be amended from Low Density Residential to High Density Residential and the zoning designation to be amended from R-1 to R-3 to allow the construction twelve (12) dwelling units at the property located at 844 S. Greenwood Avenue (“Project Site”).”**

Director Palombi introduced the item. The Public Hearing was opened at 6:36 p.m. Assistant Planner, Daniel Ruiz provided a presentation regarding Case No. PC-2022-0004-GPA-ZC-SPR to the Planning Commission. Upon Mr. Ruiz’s presentation; the applicant Mr. Julio Juarez provided some background information on the project before the Commission. Upon the statement from the applicant, the owner of John Mark Construction answered a few questions presented by the Planning Commission. The record shall reflect that there were no members of the public in attendance other than the applicant and the contractor. The Public Hearing was closed at 6:47 p.m. Motion to approve PC-2022-0004-GPA-ZC-SPR motioned by Commissioner Lomeli and Seconded by Commissioner Aliksanian. Director Palombi took roll and the item was approved 3-0.

MOTIONED: Commissioner Lomeli

SECONDED: Commissioner Aliksanian

APPROVED: 3-0-0-1

AYES: Chair Cuevas, Commissioner Aliksanian and Commissioner Lomeli

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Del Rio

PLANNING COMMISSION ORALS

- A. Chair, Victor Cuevas
- B. Vice-Chair, Priscilla Del Rio
- C. Commissioner, Berj Aliksanian
- D. Commissioner, Natalia Lomeli

ADJOURNMENT

The City of Montebello Planning Commission adjourned at 6:49 p.m. to the next regularly scheduled meeting on December 20, 2022 at 6:30 p.m.

Joseph Palombi, Planning Commission Secretary



ITEM # 2

**CITY OF MONTEBELLO
PLANNING COMMISSION AGENDA STAFF REPORT**

TO: Members of the Planning Commission

FROM: Stacey Morales, Associate Planner

BY: Joseph Palombi, Director of Planning & Community Development

SUBJECT: Conditional Use Permit (“CUP”) and Parking Management Plan (“PMP”) Case No. PC-2022-0013-CUP-PMP to allow Melissa Bueno and Cruz Elizabeth Herrera on behalf of LaTourette Family Survival’s Trust (“Applicant”), to establish a banquet hall with tandem parking at an existing property located at 1800-1808 West Whittier (“Project Site”).

DATE: January 17, 2023

RECOMMENDATION(S):

It is recommended that the Planning Commission conduct a public hearing and take the following action:

1. ADOPT the Resolution approving Conditional Use Permit (CUP) Case No. PC-2022-0013-CUP-PMP with conditions to establish a banquet hall with tandem parking at the Project Site; and
2. DETERMINE AND FIND that the project (ENV No. 19-22-CE) is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures) – Class 3 exemption for the proposed project.

FISCAL IMPACT:

None

BACKGROUND:

PROJECT /APPLICANT INFORMATION

Project Location: 1800-1808 W. Whittier Boulevard
Project Applicant: Melissa Bueno and Cruz Elizabeth Herrera
Property Owner: LaTourette Family Survival's Trust
General Plan Designation: Boulevard Commercial
Zoning: C-2 (General Commercial)
Existing Use on Property: Vacant Commercial Building

Project Site

The surrounding zoning and land uses are listed as follows:

Direction	Zone	General Plan Designation	Land Use
North	R-1 (Single-Family Residential)/Low Density Residential Union Pacific Railroad		
South	C-2 (General Commercial)	General Commercial	
East	C-2 (General Commercial)	General Commercial	
West	C-2 (General Commercial)	General Commercial	

BACKGROUND

On May 19, 1986, the Planning Commission of the City of Montebello ("Planning Commission") approved CUP 4-86 to allow the operation of an auto repair use at 1800-1804 W. Whittier Boulevard. The Project Site was determined unsalvageable as a result of a structure fire and became unoccupied for more than six (6) months. Per Montebello Municipal Code section 17.54.050 - Nonconforming uses, Nonconforming buildings, uses and structures shall be abated, and usage shall be terminated where the use has been abandoned for six months or more months. The Planning Commission later revoked CUP 4-86 on July 19, 2004.

On November 10, 2022, Melissa Bueno and Cruz Elizabeth Herrera, on behalf of LaTourette Family Survival's Trust ("Applicant") filed a Conditional Use Permit and Parking Management application (PC-2022-0013-CUP-PMP) to establish a retail business with a banquet hall component and tandem parking at the Project Site.

On November 10, 2022, staff issued a deemed complete letter to the Applicant.

Code Enforcement History

On September 12, 2022, the Code Enforcement Division received a complaint of the subject business operating without a CUP.

On September 22, 2022, the Code Enforcement Division confirmed with the Montebello Police Department that the location was being rented out as a banquet hall, operating without a business license, and noted loud noise levels on September 16, 2022.

On October 25, 2022, the Code Enforcement Division received a complaint regarding the installation of a roof-mounted HVAC unit prior to pulling required building permits.

On December 14, 2022, the Code Enforcement Division received a complaint regarding unpermitted interior tenant improvements prior to pulling required building permits.

Staff conducted a site inspection on December 15, 2022.

REPORTS RECEIVED

On November 17, 2022, the application for Case No. PC-2022-0013-CUP-PMP was forwarded to the Building Division, Public Works Department, and Fire Department for review, comments, and conditions. Comments received from the divisions/departments have been incorporated into the Conditions of the proposed Resolution (Attachment A).

ENVIRONMENTAL:

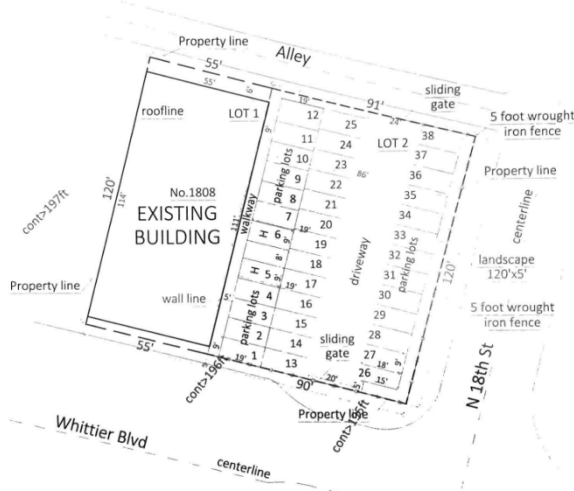
Conditional Use Permit Case No. PC-2022-0013-CUP-PMP is considered a “project,” per the CEQA definition of a “project.” The project is Categorically Exempt per Section §15303 (New Construction or Conversion of Small Structures) because Class 3 exempts the construction and location of limited numbers of new, small facilities or structures and the installation of small new equipment and facilities in small structures. The proposed project consists of the conversion of an existing 5,983 square foot commercial building into a banquet hall.

ANALYSIS:

PROJECT DESCRIPTION

The Project Site is located at the northwest intersection of Whittier Boulevard and 18th Street within the C-2 Zone (General Commercial). The Project Site is bounded by single-family residential homes to the north, and commercial uses to the south, east and west. The Project Site consists of 17,400 square feet and has an existing 5,983 square foot vacant commercial building. As shown in Exhibit A below, the proposed project will be located at the west portion of the Project Site.

Exhibit A (Attachment B within the Staff Report)



The proposed CUP would establish a retail business with banquet services at Project Site that was previously developed but underutilized. The project as proposed includes the following scope of work:

- Proposed tenant improvement consisting of a 2,411 square foot area devoted to retail, and a 3,536 square foot area devoted to assembly space.
- Parking lot striping to include a total of 38 parking spaces. Of the 38 spaces, 25 are proposed as tandem parking.

The Applicant is requesting a Conditional Use Permit and a Parking Management Plan for the operation and maintenance of a Banquet Hall within the existing building located at 1808 W. Whittier Boulevard. The front portion of the building, approximately 2,411 square feet, will be utilized as a retail space. The back portion of the building, approximately 3,536 square feet will be utilized for banquet services. Approximately 1,200 square feet of the banquet area will be utilized for seating area. The banquet area will be used for private events. The applicant is requesting that the facility operate between the hours of 12:00 pm to 12:00 am on Friday and Saturday. Due to the site's proximity to residential units to the north, Planning Staff recommends the hours of operation be limited between 12:00 pm and 11:00 pm. Additionally, when the assembly area is not being used for evening private events, the Applicant will provide free dance classes to local youth in the community.

The facility will maintain two (2) full time in-house security guards during the banquet hours responsible for managing the entrance and the parking lot area. Planning staff recommends that security guards ensure there is no access to the rear alley via the rear building exit to avoid patrons from idling outdoors. Additionally, Planning Staff will include as a condition of approval that the site maintain adequate light sources illuminating the parking lot and rear property. Such lighting shall illuminate in a downward position and be screened from adjacent properties and from the sky.

The sale of alcohol for on-site and off-site consumption is prohibited. Event caterers shall possess a caterer's permit to serve or sell alcohol for all banquet events. Additionally, outdoor consumption of alcoholic beverages is prohibited, subject to all Police Department requirements. Planning staff recommends that security guards ensure all banquet and event activities take place fully within the facility.

The retail component requires a total of six (6) parking spaces and the assembly banquet area requires a total of thirty-four (34) parking spaces. The Applicant is proposing a total of thirty-eight (38) parking spaces for the site. Of the thirty-eight (38) spaces, twenty-five (25) parking spaces will be tandem style parking spaces operated by two valet service employees. Valet service will be provided during the banquet hours and will assist with the loading/unloading of patrons and parking the vehicles free of charge.

The Project Site includes a five (5) foot wrought iron fence located in the rear. Staff recommends that the applicant extend the existing fence and install a 6-foot tall concrete masonry unit (CMU) wall with decorative slump stone at the perimeter of the rear property to serve as a noise buffer to the surrounding properties.

Parking Management Plan

In conjunction with the CUP application, the Applicant is also requesting the approval of

a PMP to allow tandem off-street parking on the Project Site.

Pursuant to Section 17.52.310 (B) of the Montebello Municipal Code (MMC), a PMP may be approved or conditionally approved by the Planning Commission if the following findings can be made:

- 1. The proposed use is consistent with the general plan, any applicable specific plans, and the general intent of the zoning code;*

Per Section 17.02.020 of the MMC, the purpose and intent of the zoning code is “to permit the most compatible use of land within the City, consistent with the needs of residential, commercial and industrial developments, and the promotion of the public health, safety, welfare and general prosperity of the City and its residents.” The proposed project is consistent with the existing residential and commercial uses in the vicinity of the Project Site. The approval of the proposed use will provide local residents with access to an additional assembly venue service which will promote community cohesiveness and social capital.

The proposed banquet space is a conditionally permitted use in the C-2 Zone pursuant to MMC Appendix A (List of Primary Uses). The site complies with most development standards listed in MMC Chapter 17.22 and is compatible with the surrounding uses. The Project Site is currently deficient in the required number of off-street parking spaces, however, allowing the Parking reduction for alternate modes of transportation per MMC section 17.52.320, will allow the Applicant to meet the required off-street parking requirements.

The proposed use is consistent with General Plan Land Use Element Goal 1, as well as with General Plan Land Use Element Commercial Policies 1, 2, and 5. These goals and policies relate to the project being responsive to the needs of the community, to the City permitting for the orderly arrangement of land uses, to the City situating commercial developments in appropriate locations according to need, to the City providing a variety of types of commercial development, as well as, to commercial developments providing taxable revenue to the City. The proposed project conforms to the City of Montebello General Plan Land Use Element in that the proposed use is located in a developed commercial area, the use of a retail/assembly use is compatible with the existing vacant commercial building and surrounding uses in the area.

- 2. The surrounding properties will not be adversely affected by the approval of the proposed parking management plan;*

Approval of the proposed Parking Management Plan would not adversely affect surrounding properties. The retail component will have business hours from 8:00 am to 12:00 pm and all off-street parking will be located on-site. The assembly component will have business hours from 12:00 pm to 11:00 pm. The banquet area will be used for private events and provide free dance classes to local youth in the community. The retail component requires a total of six (6) parking spaces and the assembly banquet area requires a total of thirty-four (34) parking spaces. The Applicant is proposing a total of thirty-eight (38) parking spaces for the site. Of the thirty-eight (38) parking spaces,

twenty-five (25) parking spaces will be tandem style parking spaces operated by two valet service employees. Valet service will be provided during the banquet hours and will assist with the loading/unloading of patrons and parking the vehicles free of charge.

3. The proposed parking management plan is appropriate for the proposed land use;

The Project Site currently has a 5,983 square foot commercial office building on the lot and proposes thirty-eight (38) off-street parking spaces. The proposed land use of a retail/assembly use is compatible with the surrounding uses and is permitted through a Conditional Use Permit in the C-2 Zone. The proposed PMP will permit tandem style parking spaces to allow for the efficient use of the site. Drive aisles have been designed to provide ample circulation and access. The Project Site is also located within a half mile of approximately seven (7) Montebello Bus Lines at the intersection of Beverly Boulevard and Wilcox Avenue.

4. That adequate off-street parking for customers, clients, visitors, and employees will be available for the proposed land use;

The project site will provide thirty-eight (38) off-street parking spaces. The Applicant forecasts 50% of patrons will travel via carpool, 25% via rideshare services, and 25% via family or limousine drop-offs. Additionally, of the six (6) total employees, three (3) employees will carpool.

5. The parking management plan includes provisions for periodic monitoring by the City to identify any problems associated with implementation of the plan and to adjust the plan as necessary. Any costs to the City incurred as a result of such monitoring shall be paid by the property owner upon request of the City.

The PMP requires provisions for periodic monitoring by the City to mitigate any problems associated with the implementation of the plan. A condition of approval has been included in the attached resolution ("Attachment A") stipulating that the periodic monitoring by the City of the site to identify any problems is required and that costs will be reimbursed by the property owner upon request of the City.

Per MMC Section 17.52.320 - Parking reduction for alternate modes of transportation, the Planning Commission may authorize a reduction in the number of required off-street parking spaces when trip reduction and travel demand measures are provided for any business seeking to occupy an existing building. The project site requires a total of forty-three (43) parking spaces and will be providing thirty-eight (38) spaces. The site is deficient by five (5) parking spaces. The applicant, therefore, requests approval from the Planning Commission to deviate from this requirement.

GENERAL PLAN

The City's General Plan Land Use designation for the Project Site is Industrial. The following General Plan Land Use Element Goals and Policies are applicable to the banquet hall and parking lot proposed at the Project Site:

General Plan Land Use Element Goal #1 is "[t]o formulate a plan which is responsive

to the needs of the community and which permits the orderly arrangement of land uses, permitting sufficient areas for reasonable development;”

General Plan Land Use Element Objective #3 states that “cluster” type commercial development is preferential to proliferation of strip commercial;”

General Plan Land Use Element Commercial Policy #1 states that “Commercial development in the City should be sited in appropriate locations according to need;”

General Plan Land Use Element Commercial Policy #5 states that “The City should contain ample commercial facilities to meet the needs of its residents as well as provide taxable revenues to the City”; because the proposed use will add an additional service to an existing vacant building that will increase the taxable revenue from this business to the City.

MONTEBELLO MUNICIPAL CODE

Pursuant to Section 17.70 (Conditional Use Permits) and Appendix A of the MMC, the approval of a Conditional Use Permit is required for Assembly Buildings and Uses in the C-2 Zone (General Commercial). Section 17.70.010 of the MMC specifies that “the purpose of the conditional use permit is to allow proper integration of uses into the community which may only be suitable in specific locations, or only if such uses are designed and constructed in a particular manner on the site, and under certain conditions.” Additionally, Section 17.70.020 stipulates that the Planning Commission has the authority to grant conditional use permits. Based on the portions of the MMC referred to in this section, a CUP for the proposed banquet hall at the Project Site is required. The role of the Planning Commission in reviewing this submittal is to ensure that the use is properly integrated into the community and constructed in a manner which will ensure that any adverse impacts or concerns surrounding the proposed use will be limited via the establishment of conditions.

Pursuant to Section 17.70.070 of the MMC, before any CUP shall be granted, the following findings must be made:

A. The site for the proposed use is adequate in size and shape;

The Project Site is located within the City’s established C-2 Zone designated for General Commercial with the “General Commercial” General Plan Land Use Designation. This zoning district is intended to allow for the preservation and orderly development of commercial uses. The current use at the Project Site is an existing vacant commercial building and the proposed use of a banquet hall is compatible with the existing zone and General Plan Land Use Designation. The property is surrounded by residential and commercial uses. The proposed project would occupy approximately 5,983 square feet of the existing 10,588 square foot site and is in compliance with the development standards designated in the C-2 Zone. The total building area is under the permitted three-to-one floor area ratio, setback requirements are adhered to.

B. That the site has sufficient access to streets and highways, and is adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use;

The Project Site is currently developed with an existing vacant commercial building and paved access to the site is available via a major road, West Whittier Boulevard. Major roads are designed to connect major living areas to working, shopping and recreation areas in and around the community and serve as through and commuter traffic routes. Major roads are generally 80 to 120 feet wide.

Based on the analysis presented within this section, the site has sufficient access to streets and highways and the width and pavement type is adequate enough to carry the quantity and quality of anticipated traffic generated by the proposed use.

C. That the proposed use will not have an adverse effect upon adjacent or abutting properties;

The project is located within the General Commercial (C-2) zone and Boulevard Commercial land use designation. The zoning district is intended to offer a large variety of commercial opportunities serving the local community. Some of the identified commercial uses include, but are not limited to, retail, professional offices, restaurants and/or specialty shops.

The Project Site is separated from residential uses by an alley, limiting the potential effects of the proposed use to adjacent or abutting properties. Planning Staff is recommending that the applicant formally legalize the removal of the three (3) rear windows. Infilling the windows prevents noise generated from within the banquet from penetrating onto the neighboring residential units. If future windows are proposed, applicant shall reinforce windows with soundproof mechanisms subject to all building code requirements. A condition of approval has been included to this affect.

Planning staff is recommending that the Applicant submit an annual project compliance report. This report is due quarterly for the first two (2) years, starting from the date of an approved business license. The compliance report must be submitted to the Planning and Community Development Director ("Director") to demonstrate compliance with the Conditions of Approval. The Director shall transmit the quarterly project compliance report to the Planning Commission to either receive and file or take any other action as deemed necessary.

Additionally, staff is recommending the Applicant maintain ingress and egress via Whittier Boulevard to avoid impacts onto the rear public alley. Patrons shall enter and exit the building exclusively via the principle front entrance off of Whittier Boulevard. Licensed security guards should prevent patrons from idling in the public alley and parking lot during hours of operation.

Furthermore, Planning Staff recommends that banquet hours of operation be limited between the hours of 12 pm to 11 pm, subject to the Noise standards set forth in MMC Section 7.22.110 - Development standards—Noise.

D. That the proposed use is consistent with the objectives of the community redevelopment project area in which the site is located. Put another way, the proposed

used will meet the general purpose and intent of the Zoning Code and how it will be consistent with the General Plan;

The proposal for the Project Site will be constructed in compliance with the development standards listed in Chapter 17.32 (Manufacturing Zones Generally) of the MMC.

The proposed development plans are consistent with the general manufacturing zone requirements for setbacks, landscaping, building intensity, access, screening, and all other manufacturing zone requirements for the City of Montebello.

The proposed retail and banquet use is located within an existing structure with no plans to expand. The proposed use conforms with the City of Montebello Land Use Element, Goal #1, "To formulate a plan which is responsive to the needs of the community and which permits the orderly arrangement of land uses, permitting sufficient areas for reasonable development;" Objective #3, "cluster" type commercial development is preferential to proliferation of strip commercial;" Policy Commercial #1, "Commercial development in the City should be sited in appropriate locations according to need," and Policy Commercial #5, "The City should contain ample commercial facilities to meet the needs of its residents as well as provide taxable revenues to the City"; because the proposed use will add an additional service to an existing vacant building that will increase the taxable revenue from this business to the City.

Overall, the proposed banquet use will meet the general purpose and intent of the Zoning Code and will be consistent with the General Plan based on the analysis presented within this staff report.

SUMMARY:

PUBLIC NOTIFICATION

Pursuant to MMC Section 17.78 (Public Hearings, Notices, and Appeals), the following noticing was performed:

- On December 8, 2022, the Public Hearing Notice was published in the Daily Journal (Whittier Daily News); and
- On December 8, 2022, the Public Hearing Notice was mailed to all property owners within a 300-foot radius from the exterior boundaries of project site.

ATTACHMENT(S)

1. Attachment A - Reso No. 17-22 (PC-2022-0013-CUP-PMP) _ REVISED
2. Attachment B - 1808-1800 SITE PLAN AND FLOOR PLAN
3. Attachment C - CEQA NOE - 1800-1808 W. Whittier
4. Attachment D- Public Hearing Notification - 1800-1808 W. Whittier
5. Attachment E - Public Comment PC-2022-0013-CUP-PMP ENV NO 19-22 CE

REVISED

**CITY OF MONTEBELLO
PLANNING COMMISSION**

RESOLUTION NO. 17-22

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MONTEBELLO, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT AND PARKING MANAGEMENT PLAN (“CASE NO. PC-2022-0013-CUP-PMP”) WITH CONDITIONS, TO ESTABLISH A BANQUET HALL WITH TANDEM PARKING AT AN EXISTING PROPERTY FOR THE PROPERTY LOCATED AT 1800-1808 WEST WHITTIER BOULEVARD (“PROJECT SITE”) AND FINDING THAT THE PROJECT IS EXEMPT UNDER CEQA § 15303 (NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES) (ENV NO. 19-22-CE).

WHEREAS, the City of Montebello (“City”) received an application from Melissa Bueno and Cruz Elizabeth Herrera (“Applicant”) on behalf of LaTourette Family Survival’s Trust for a Conditional Use Permit (“CUP”) and Parking Management Plan (“PMP”) (Case No. PC-2022-0013-CUP-PMP) to allow the establishment of a banquet hall with tandem parking at the project site (“Project”) located at 1800-1808 West Whittier (“Project Site”); and

WHEREAS, pursuant to Montebello Municipal Code (“MMC”) Section 17.70.020, the Planning Commission of the City of Montebello (“Planning Commission”) has the authority to approve or deny applications for a CUP; and

WHEREAS, pursuant to Section 21067 of the Public Resources Code, and Section 15367 of the California Environmental Quality Act (“CEQA”) Guidelines (Cal. Code Regs., tit. 14, §15000, *et seq.*), the City of Montebello is the lead agency for the proposed Project; and

WHEREAS, the Application for a CUP and PMP (PC-2022-0013-CUP-PMP) is considered a “project” per the CEQA definition of a “project”; and

WHEREAS, the Project is Categorically Exempt per CEQA Section §15303 Class 3 (New Construction or Conversion of Small Structures) because Class 3 consists of the construction and location of limited numbers of new, small facilities or structures and the installation of small new equipment and facilities in small structures such as those included within this proposal; and

WHEREAS, a duly noticed public hearing has been held, at which the Planning Commission received and considered staff presentations, recommendations, public

testimony, and all other matters presented at the public hearing and included in the record for this matter; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW THEREFORE, the Planning Commission of the City of Montebello hereby finds, declares and resolves as follows:

SECTION 1. RECITALS. The foregoing recitals are true and correct and are hereby incorporated as substantive findings in this Resolution.

SECTION 2. FINDINGS.

A. Per MMC 17.70.070, before any CUP is granted, the following findings must be made:

1. The site for the proposed use is adequate in size and shape;

The Project Site is located within the City's established C-2 Zone designated for General Commercial with the "Boulevard Commercial" General Plan Land Use Designation. This zoning district is intended to allow for the preservation and orderly development of commercial uses. The current use at the Project Site is an existing vacant commercial building and the proposed use of a banquet hall is compatible with the existing zone and General Plan Land Use Designation. The property is surrounded by residential and commercial uses. The proposed project would occupy approximately 5,983 square feet of the existing 10,588 square foot site and is in compliance with the development standards designated in the C-2 Zone. The total building area is under the permitted three-to-one floor area ratio, setback requirements are adhered to.

2. That the site has sufficient access to streets and highways, and is adequate in width and pavement type to carry the quantity and quality of traffic generated by the proposed use;

The Project Site is currently developed with an existing vacant commercial building and paved access to the site is available via a major road, West Whittier Boulevard. Major roads are designed to connect major living areas to working, shopping and recreation areas in and around the community and serve as through and commuter traffic routes. Major roads are generally 80 to 120 feet wide.

Based on the analysis presented within this section, the site has sufficient access to streets and highways and the width and pavement type is adequate enough to carry the quantity and quality of anticipated traffic generated by the proposed use.

3. That the proposed use will not have an adverse effect upon adjacent or abutting

properties;

The project is located within the General Commercial (C-2) zone and Boulevard Commercial land use designation. The zoning district is intended to offer a large variety of commercial opportunities serving the local community. Some of the identified commercial uses include, but are not limited to, retail, professional offices, restaurants and/or specialty shops.

The Project Site is separated from residential uses by an alley, limiting the potential effects of the proposed use to adjacent or abutting properties. Staff is recommending that the applicant formally legalize the removal of the three (3) rear windows. Infilling the windows prevents noise generated from within the banquet from penetrating onto the neighboring residential units. If future windows are proposed, applicant shall reinforce windows with soundproof mechanisms subject to all building code requirements. A condition of approval has been included to this affect.

Planning staff is recommending that the Applicant submit a project compliance report. This report is due quarterly for the first two (2) years, starting from the date of an approved business license. The compliance report must be submitted to the Planning and Community Development Director ("Director") to demonstrate compliance with the Conditions of Approval. The Director shall transmit the quarterly project compliance report to the Planning Commission to either receive and file or take any other action as deemed necessary.

Additionally, staff is recommending the Applicant maintain ingress and egress via Whittier Boulevard to avoid impacts onto the rear public alley. Patrons shall enter and exit the building exclusively via the principle front entrance off of Whittier Boulevard. Licensed security guards should prevent patrons from idling in the public alley and parking lot during hours of operation.

Furthermore, Staff recommends that banquet hours of operation be limited between the hours of 12 pm to 11 pm, subject to the Noise standards set forth in MMC Section 7.22.110 - Development standards—Noise.

4. That the proposed use is consistent with the objectives of the community redevelopment project area in which the site is located. Put another way, the proposed used will meet the general purpose and intent of the Zoning Code and how it will be consistent with the General Plan;

The proposal for the Project Site will be constructed in compliance with the development standards listed in Chapter 17.32 (Manufacturing Zones Generally) of the MMC. The proposed development plans are consistent with the general manufacturing zone requirements for setbacks, landscaping, building intensity, access, screening, and all other manufacturing zone requirements for the City of Montebello.

The proposed retail and banquet use is located within an existing structure with no plans to expand. The proposed use conforms with the City of Montebello Land Use Element, Goal #1, "To formulate a plan which is responsive to the needs of the community and which permits the orderly arrangement of land uses, permitting sufficient areas for reasonable development;" Objective #3, "cluster" type commercial development is preferential to proliferation of strip commercial;" Policy Commercial #1, "Commercial development in the City should be sited in appropriate locations according to need," and Policy Commercial #5, "The City should contain ample commercial facilities to meet the needs of its residents as well as provide taxable revenues to the City"; because the proposed use will add an additional service to an existing vacant building that will increase the taxable revenue from this business to the City.

Overall, the proposed banquet use will meet the general purpose and intent of the Zoning Code and will be consistent with the General Plan based on the analysis presented within this staff report.

- B. Per MMC Section 17.52.310(B), a parking management plan may be approved or conditionally approved by the planning commission only if the following findings can be made:

1. *The proposed use is consistent with the general plan, any applicable specific plans, and the general intent of the zoning code;*

Per Section 17.02.020 of the MMC, the purpose and intent of the zoning code is "to permit the most compatible use of land within the City, consistent with the needs of residential, commercial and industrial developments, and the promotion of the public health, safety, welfare and general prosperity of the City and its residents." The proposed project is consistent with the existing residential and commercial uses in the vicinity of the Project Site. The approval of the proposed use will provide local residents with access to an additional assembly venue service which will promote community cohesiveness and social capital.

The proposed banquet space is a conditionally permitted use in the C-2 Zone pursuant to MMC Appendix A (List of Primary Uses). The site complies with most development standards listed in MMC Chapter 17.22 and is compatible with the surrounding uses. The Project Site is currently deficient in the required number of off-street parking spaces, however, allowing the Parking reduction for alternate modes of transportation per MMC section 17.52.320, will allow the Applicant to meet the required off-street parking requirements.

The proposed use is consistent with General Plan Land Use Element Goal 1, as well as with General Plan Land Use Element Commercial Policies 1, 2, and 5. These goals and policies relate to the project being responsive to the needs of the community, to the City permitting for the orderly arrangement of land uses, to the City situating commercial developments in appropriate locations according to need, to the City providing a variety of types of commercial development, as well as, to commercial developments providing taxable revenue to the City. The proposed project conforms to the City of Montebello General Plan Land Use Element in that the proposed use is located in a developed commercial area, the use of a retail/assembly use is compatible with the existing vacant commercial building and surrounding uses in the area.

2. The surrounding properties will not be adversely affected by the approval of the proposed parking management plan;

Approval of the proposed Parking Management Plan would not adversely affect surrounding properties. The retail component will have business hours from 8:00 am to 12:00 pm and all off-street parking will be located on-site. The assembly component will have business hours from 12:00 pm to 11:00 pm. The banquet area will be used for private events and provide free dance classes to local youth in the community. The retail component requires a total of six (6) parking spaces and the assembly banquet area requires a total of thirty-four (34) parking spaces. The applicant is proposing a total of thirty-eight (38) parking spaces for the site. Of the thirty-eight (38) parking spaces, twenty-five (25) parking spaces will be tandem style parking spaces operated by two valet service employees. Valet service will be provided during the banquet hours and will assist with the loading/unloading of patrons and parking the vehicles free of charge.

3. The proposed parking management plan is appropriate for the proposed land use;

The project site currently has a 5,983 square foot commercial office building on the lot and proposes thirty-eight (38) off-street parking spaces. The proposed land use of a retail/assembly use is compatible with the surrounding uses and is permitted through a Conditional Use Permit in the C-2 Zone. The proposed PMP will permit tandem style parking spaces to allow for the efficient use of the site. Drive aisles have been designed to provide ample circulation and access. The project site is also located within a half mile of approximately seven (7) Montebello Bus Lines at the intersection of Beverly Boulevard and Wilcox Avenue.

4. *That adequate off-street parking for customers, clients, visitors, and employees will be available for the proposed land use;*

The project site will provide thirty-eight (38) off-street parking spaces. The Applicant forecasts 50% of patrons will travel via carpool, 25% via rideshare services, and 25% via family or limousine drop-offs. Additionally, of the six (6) total employees, three (3) employees will carpool.

5. *The parking management plan includes provisions for periodic monitoring by the City to identify any problems associated with implementation of the plan and to adjust the plan as necessary. Any costs to the City incurred as a result of such monitoring shall be paid by the property owner upon request of the City.*

The PMP requires provisions for periodic monitoring by the City to mitigate any problems associated with the implementation of the plan. A condition of approval has been included in the attached resolution ("Attachment A") stipulating that the periodic monitoring by the City of the site to identify any problems is required and that costs will be reimbursed by the property owner upon request of the City.

Per Municipal Code section 17.52.320 - Parking reduction for alternate modes of transportation, the Planning Commission may authorize a reduction in the number of required off-street parking spaces when trip reduction and travel demand measures are provided for any business seeking to occupy an existing building. The project site requires a total of forty-three (43) parking spaces and will be providing thirty-eight (38) spaces. The site is deficient by five (5) parking spaces. The applicant, therefore, requests approval from the Planning Commission to deviate from this requirement.

SECTION 3. CEQA. The Planning Commission hereby determines and finds that the project is exempt from CEQA under Categorical Exemption § 15303 (New Construction or Conversion of Small Structures) – Class 3 exemption, as the proposed use constitutes the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of an existing private structure involving negligible or no expansion of use. The project consists of the remodel of the interior of the existing facilities and no expansion is proposed as a part of this Project.

SECTION 4. APPROVALS. The Planning Commission hereby approves CUP and PMP (PC-2022-0013-CUP-PMP) to establish a banquet hall with tandem parking property at the Project Site subject to the conditions set forth in Section 5 of this Resolution.

SECTION 5. CONDITIONS. The Planning Commission finds that the foregoing conditions of approval are necessary and appropriate.

A. Planning Division Conditions

1. The Applicant shall defend, indemnify, and hold harmless the City, its elected and appointed officials, agents, officers, and employees from any claim, action, or proceeding brought against the City, its elected and appointed officials, agents, officers, or employees arising out of, or which are related to the Applicant's project or application (collectively referred to as "proceedings"). The indemnification shall include, but not be limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees, and other costs, liabilities, and expenses incurred or awarded in connection with the proceedings whether incurred by the Applicant, the City and/or the parties initiating or bringing such proceedings. This indemnity provision shall include the Applicant's obligation to indemnify the City for all the City's costs, fees, and damages that the City incurs in enforcing the indemnification provisions set forth herein. The City shall have the right to choose its own legal counsel to represent the City's interest in the proceedings.
2. The development and utilization of the subject site shall substantially conform to the project site plan labeled as Attachment B within the Planning Commission staff report for this project including the uses as shown, except as provided for herein, and by subsequent revisions found by the City of Montebello Planning and Community Development ("Planning Department") Director ("Director") to be in substantial compliance with these provisions.
3. Development of the site shall be consistent with all of the provisions of the Montebello Municipal Code ("MMC"), all provisions of CUP (PC-2022-0013-CUP-PMP), and all specifications of the Planning Department.
4. **The Director of Planning & Community Development ("Director"), at any time, may call for a review of the approved conditions of approval at a duly noticed public hearing before the Planning Commission. These condition(s) may be modified, or new condition(s) added to reduce any impacts of the use. The Planning Commission may revoke Conditional Use Permit and Parking Management Plan (Case No. PC-2022-0013-CUP-PMP) if sufficient cause is given upon the required findings and procedure outlined in MMC Chapter 17.80 "Revocations and Expirations."**
5. Within 30 days of the Planning Department transmittal of the Acceptance Form, the Applicant shall sign and return a copy of the Acceptance Form, agreeing to the conditions of approval and acknowledging that failure to comply with such conditions shall constitute grounds for potential revocation of the permit approval. Failure to

return the Acceptance Form within 30 days shall constitute grounds for terminating the permit.

6. In the event the Applicant violates or fails to comply with any conditions of approval of this permit, no further permits, licenses, approvals, or certificate of occupancy shall be issued until such violation(s) have been fully remedied.
7. The site and surrounding area shall be maintained in a litter and graffiti free manner. Any graffiti that occurs on the site shall be removed within 24 hours at Applicant, Site Owner ("Site Owner"), and/or Operator's own expense.
8. No signs shall be installed on the site until a sign permit has been approved by the Planning Department and Building & Safety Division in conformance with the provisions set forth in Chapter 17.62 ("Signs") of the MMC and the provisions set forth in the CUP.
9. The approval of the entitlement shall expire if the rights granted are not exercised within one (1) year from the CUP's effective date. Exercise of right shall mean issuance of a building permit to commence construction or similar activities demonstrating the intent to proceed with the project, as determined by the Director.
10. The Applicant, Owner, Management and/or successor of the use shall bear full cost (hereinafter referred to as the "Inspection Fees") of all monitoring and inspection activities to be conducted by City staff or its designated consultant representative(s) as necessary to ensure compliance with the conditions of this Resolution.
11. The Director, at any time, can call for a review of the approved conditions of approval at a duly noticed public hearing before the Planning Commission. These condition(s) may be modified, or new condition(s) added to reduce any impacts of the use.
12. All applicable conditions of approval from previous entitlements on the property shall remain in full force and effect, unless otherwise specifically noted in this Resolution.
13. This approval shall not supersede the approval of any other responsible agencies. The Applicant shall comply with all Federal, State and local laws.
14. Any inevitable exposed wires shall be neatly bolted and painted to match the building color.
15. Permanent, underground, automated irrigation system shall be installed for landscaping at the site pursuant to MMC section 17.32.100 ("Development standards—Landscaping").

16. Parking lot shall maintain a minimum of 38 parking spaces. 25 parking spaces will be tandem style spaces operated by (2) valet service employees at all times during banquet hours.
17. All parking spaces shall be striped with double lines spaced six inches apart, subject to all Building Code requirements.
18. Hours of operation shall be limited between the hours of 8:00 am and 11:00 pm., subject to MMC section 17.22.110 - Development standards—Noise.
19. Facility shall maintain two (2) state licensed full time in-house security guards during the banquet hours responsible for managing the entrance and the parking lot area. Security guards shall ensure there is no access to the rear alley via the rear building exit to avoid patrons from idling outdoors.
20. Site shall maintain adequate light sources illuminating the parking lot and rear property. Such lighting shall illuminate in a downward position and be screened from adjacent properties and from the sky.
21. The Applicant shall extend the perimeter fencing at the rear of the project site with view obscuring material such as a masonry unit (CMU) wall or similar subject to the review and approval of the Director.
22. Applicant shall legalize unpermitted roof-top mounted HVAC equipment, subject to all Building Code requirements.
23. Applicant shall legalize removal of rear window infill at rear of property, subject to all Building Code requirements.
24. All future windows shall be reinforced with soundproof mechanisms, subject to all Building Code requirements.
25. Rear exterior doors shall remain closed during banquet hours.
26. Assembly area shall be limited as shown on floor plan. Retail area and assembly areas shall be fully separated by a permanent wall.
27. The sale of alcohol for on-site and off-site consumption is prohibited. All caterers shall possess a caterer's permit to serve or sell alcohol for all banquet events.
28. Outdoor consumption of alcoholic beverages is prohibited, subject to all Police Department requirements. Security guards shall ensure all banquet and event activities take place within the facility.

29. Applicant shall install security cameras at the exterior of building. Security camera plan subject to review and approval of Montebello Police Department.
30. Exterior of building shall be painted one solid color, subject to Planning Division approval.
31. Installation of a (2) foot wide landscape planter parallel to Whittier Boulevard.
32. Applicant shall submit a project compliance report. This report is due quarterly for the first two (2) years, starting from the date of an approved business license. The compliance report must be submitted to the Director to demonstrate compliance with the Conditions of Approval. The Director shall transmit the quarterly project compliance report to the Planning Commission to either receive and file or take any other action as deemed necessary.

B. Public Works Department Conditions

1. The Applicant shall submit "Will Serve" letters from **ALL** utility companies who will be required to serve the new site.
2. The Applicant's engineer shall coordinate with all utility companies during the design phase and shall ensure that required public improvements resulting from the proposed project are not in conflict with existing or proposed utilities.
3. Provide topographic and boundary surveys, the topo shall extend beyond boundary for 15' to show adjacent structures and that drainage is not being blocked or re-routed or will be mitigated, show date and by whom the topo was prepared.
4. The Applicant shall be responsible for informing all consultants, contractors, subcontractors, engineers, or other related disciplines providing services related to the project of their responsibilities to comply with all pertinent requirements in the Montebello Municipal Code, including the requirement that a business license be obtained by all entities doing business in the City.
5. The Applicant shall be responsible for the on-going maintenance and upkeep of undeveloped portions of the site during the phasing of the project including, but not limited to, NPDES requirements.
6. As a part of the submitted documents for your project plans and reports, the Applicant shall also submit the following documents (if applicable) including all necessary calculations and reports to demonstrate the constructability of all site improvements:
 - a) Applicable documents in compliance with the Subdivision Map Act if any changes to existing parcels are proposed.

- b) BMPs
 - c) Erosion Control,
 - d) Low Impact Development (LID), provide hydrology and hydraulic calculations
 - e) Drainage plan including both temporary and permanent improvements,
 - f) NPDES documents
7. All plans and construction of public works (streets etc.) shall be per the City of Montebello Standards and Greenbook Standards, latest edition.
8. All submitted plans, specifications, studies, reports, calculations, maps, notes, legal documents, and designs shall be reviewed and approved by the City prior to City issuing a building permit. The submitted documents shall identify those individuals legally authorized to sign such documents. Plans for public improvements shall be prepared under the supervision of a California Registered Civil and/or Traffic Engineer, as applicable.
9. The Applicant shall provide standard street improvements in the public right-of-way on all sides of the property that abut public right-of-way including:
- a) Remove and replace all broken/damaged curb and gutter, and PCC sidewalk and driveways, including driveway closures.
 - b) Sidewalks 5 feet minimum width.
 - c) Remove and replace broken alley entrance.
 - d) All driveways shall meet ADA requirements.
 - e) Parkways either parallel to back of curb or meandering as approved by City Engineer.
 - f) Roadway grading and paving consisting of CMB, AC pavement course and rubberized AC pavement final surface of a 2 inch minimum AHRM overlay, as approved by the City Engineer, for one-half of the street or alley along the frontage of the property at all right-of-way lines. No low points within the roadway are allowed without drainage improvements.
 - g) Pavement transition from the project boundaries to the existing streets to the satisfaction of the City Engineer.
 - h) Traffic control signs, striping and markings and devices as required by the City Engineer. All striping shall be thermoplastic.
 - i) Alley shall provide a minimum clear width of 20 feet for Fire access.
 - j) ADA wheelchair handicap ramp(s) at all walk returns, including alleys. NW corner pedestrian ramp needs to be replaced.
 - k) Roadway drainage device(s), as required, including through curb drains for offsite drainage.
 - l) Landscaping of parkways as required.

* Parkway widths shall be as approved by City Engineer. Where required, landscaping and irrigation systems thereof shall be provided and the maintenance to be provided by the applicant until transferred.

10. Easements for all on-site utilities, public and private, shall be granted and recorded for maintenance and upkeep. Such easements may include, but are not limited to, sewer, water, electric, natural gas, telephone, communications and cable television. All easements for utilities and substructures shall be shown on the various maps submitted for final tract map approval.
11. Prior to acceptance of public improvements, the applicant shall have repaired any new or existing public improvements damaged caused by construction activities, obtain completion letters from all utilities.
12. The Applicant should provide a site plan that includes:
 - a) Dimensions for existing and proposed parking spaces such as standard spaces, compact parking spaces, handicapped spaces including a loading ramp, and drive aisles.
 - b) A building summary table that identifies the total amount of gross square footage, and a parking summary table identifying the number of parking spaces proposed and the total number of spaces required.
 - c) Site plan should comply with chapter 11B of the California Building code, Accessibility to Public Buildings, Public Accommodations, Commercial Buildings, and Public housing.
 - d) Existing or proposed driveway should accommodate two-way traffic flow.
 - e) Access aisle widths for tandem parking having both standard and compact stalls should follow standard stalls aisle widths.
13. Obtain a Public Works Encroachment Permit prior to performing any offsite improvements.

C. Fire Department Conditions

1. Project shall comply with Fire Sprinklers per 2019 Edition California Fire Code and NFPA 13 903.2.1.2 Group A-2. An automatic sprinkler system shall be provided throughout stories containing Group A-2 occupancies and throughout all stories from the Group A-2 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:
 - a. The fire area exceeds 5,000 square feet (464 m²)
 - b. The fire area has an occupant load of 100 or more.
2. Sprinkler monitoring system per 2019 Edition California Fire Code and NFPA 72.
3. The occupant notification device shall alert within the Assembly space.
4. Applicant to install a Fire Extinguishers per 2019 Edition California Fire Code.
5. Occupant load signs shall be posted in a conspicuous location.

6. Applicant to install a Knox Box in an approved location.

PASSED AND ADOPTED this 17th day of January, 2023 by the Planning Commission.

Chair Cuevas:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Aliksanian:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Lomeli:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Vacant:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Vacant:	() AYE () NOE () ABSENT () ABSTAIN

Victor Cuevas, Chair

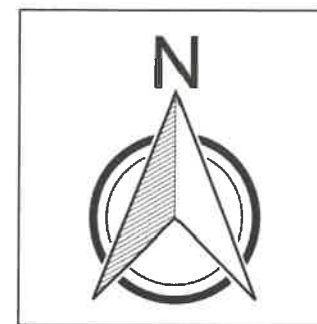
ATTEST:

Joseph A. Palombi, Director
Planning & Community Development Department

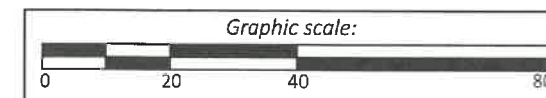
SITE PLAN

1808 Whittier Blvd
Montebello, CA 90640
Parcel 1 ID: 6344-020-002
Lot 1 area: 0.15 Acres
Parcel 2 ID: 6344-020-001
Lot 2 area: 0.24 Acres
Plot Size: 11"x17"

*Melissa Bueno
260 DEL MONTE
PASADENA, CAL. 91103
(626) 616-4614*



scale 1"=30'



*SITE Provides
(E) 38 PARKING SPACES
(Tandem)=13*

Required Parking

*RETAIL 2,411
#6 SPACES*

*BANQUET 3536 Sq.Ft
SERVICES 36 SPACES*



Calculating Building and Lot Coverage Percentages

Lot area: 17,400 coverage (gross floor area): 5,983 sq.ft.

Building Coverage Percentage: $6,124 \text{ sq.ft} / 17,400 \text{ sq.ft} = 0.35195 = 35.2\%$

Total Lot Coverage: 16,543 sq.ft.

Lot Coverage Percentage: $16,543 \text{ sq.ft} / 17,400 \text{ sq.ft} = 0.95074 = 95.1\%$

*Total landscape areas: 650 sq.ft

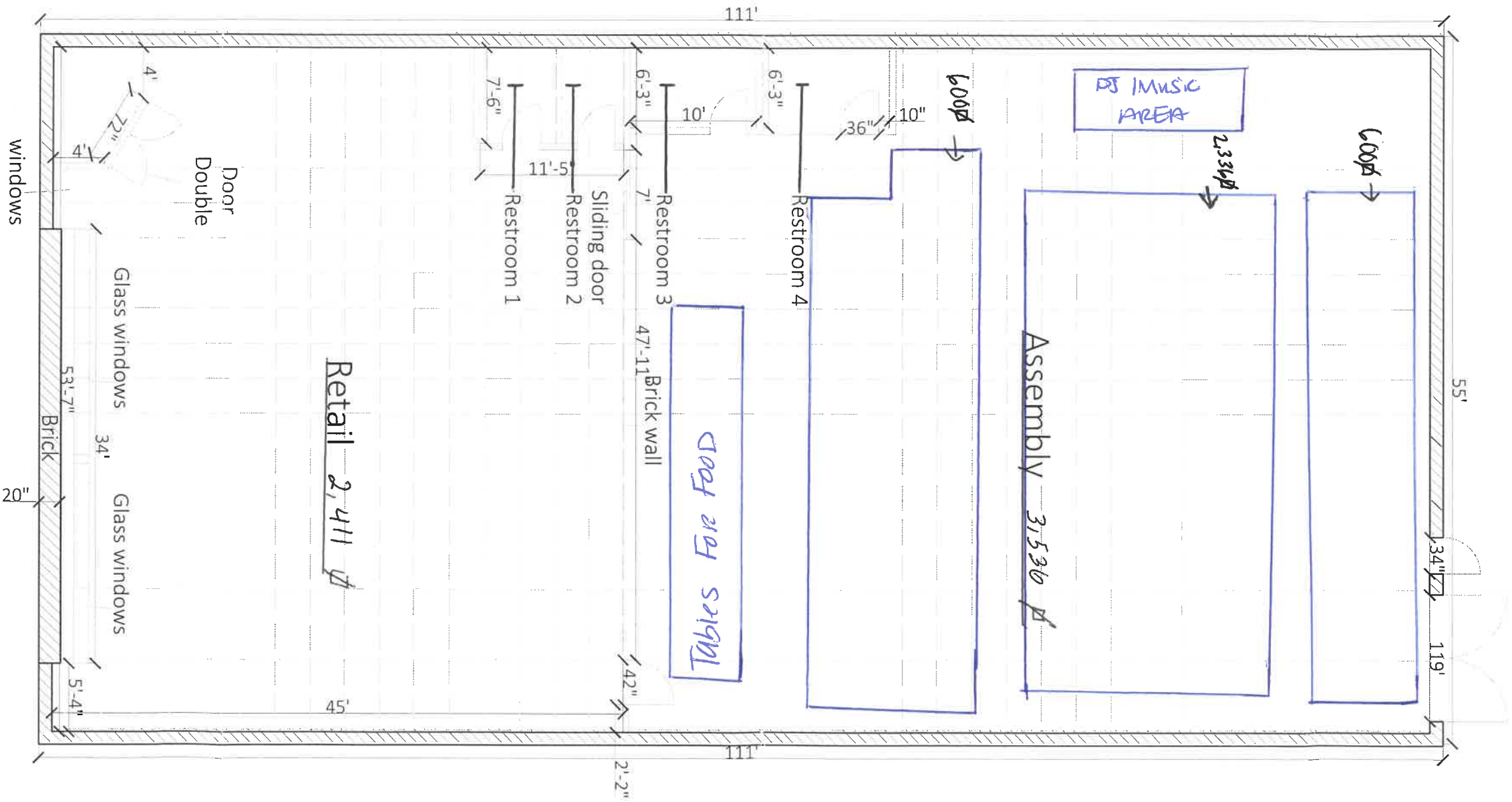
Created by:



FLOOR PLAN
1808 Whittier Blvd
Montebello, CA 90640
Parcel ID: 6344-020-002
Lot area: 0.15 Acres
Plot Size: 11"x17"



scale 1"=10'



MELISSA BUENO
260 DEL MONTE ST
PASADENA, CAL. 91103
(626) 616-4614

Notice of CEQA Exemption

To:

County of Los Angeles
Registrar-Recorder/County Clerk
12400 Imperial Highway
Norwalk, CA 90650

From:

City of Montebello
Planning & Community Development Department
1600 W. Beverly Blvd.
Montebello, CA 90640

Lead Agency: City of Montebello Planning and Community Development Department

Project Title: Banquet Hall and Tandem Parking

Project Location: 601 S. Vail Avenue

Case Number(s): PC-2022-0013-CUP-PMP & ENV No. 19-22-CE

Description of Nature, Purpose, and Beneficiaries of Project: The Applicant seeks approval of the proposed Conditional Use Permit and Parking Management Plan for a proposed banquet hall and tandem parking to be located at 1800-1808 West Whittier Boulevard.

Name of the Public Agency Approving the Project: City of Montebello

Name of Person or Agency Carrying Out the Project: Melissa Bueno and Cruz Elizabeth Herrera

Exempt Status (*check one*)

☐ Ministerial (Sec. 21080(b)(1); 15268(b)(3))

☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));

☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

☒ Categorical Exemption. State type and section number: Class 3- CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures)

☐ Statutory Exemptions. State code number:

Justification for Project Exemption:

The Project is Categorically Exempt per §15303 - Class 3 (New Construction or Conversion of Small Structures) of the CEQA Guidelines and none of the exceptions under § 15300.2 apply. CEQA Guidelines §15303 exempts the construction and location of limited numbers of new, small facilities or structures and the installation of small new equipment and facilities in small structures. The proposed project consists of the conversion of an existing 5,983 square foot commercial building into a banquet hall.

Lead Agency Contact Person: Joseph Palombi, Director of Planning & Community Development

Area Code/Telephone/Extension: (323) 887-1478

If filed by applicant, attach certified document issued by the Planning and Community Development Department stating that the Department has found the project to be exempt.

Signature: _____ **Date:** _____ **Title:** _____

☒ Signed by Lead Agency

☐ Signed by Applicant



NOTICE OF PUBLIC HEARING CITY OF MONTEBELLO PLANNING COMMISSION

Conditional Use Permit Categorical Exemption (Section §15303 – Class 3 “New Construction or Conversion of Small Structures”)

Location: 1800-1808 West Whittier Boulevard, Montebello, CA 90640

Case No.: PC-2022-0013-CUP-PMP /ENV No. 19-22-CE

Applicant: Melissa Bueno and Cruz Elizabeth Herrera

Project Description: Melissa Bueno and Cruz Elizabeth Herrera submitted an application on behalf of LaTourette Family Marital Trust (the “Applicant”), a request to establish a banquet hall with tandem parking. The Applicant seeks approval of the proposed Conditional Use Permit and Parking Management Plan for the proposed banquet hall to be located at 1800-1808 West Whittier Boulevard.

Zone: C-2, General Commercial

General Plan Designation: General Commercial

Environmental: Pursuant to the provisions of the California Environmental Quality Act (CEQA), Section 15303, the project is considered a Class 3 (New Construction or Conversion of Small Structures) categorical exemption. Class 3 consists of the new construction or conversion of small structures. The proposed project will establish a banquet hall within an existing 5,983 square foot vacant building with tandem parking.

NOTICE IS HEREBY GIVEN that the City of Montebello (“City”) Planning Commission (“Planning Commission”) will hold a public hearing to consider the Conditional Use Permit and Parking Management Plan application described above. The meeting is scheduled on:

Date: Tuesday, December 20, 2022

Time: 6:30 p.m.

Place: Montebello City Hall Council Chambers
1600 West Beverly Boulevard, Montebello, CA, 90640

For those interested in participating in-person during the Public Comment period(s) or public testimony period for Public Hearings of the Planning Commission, you may address the Planning Commission in person the day of the meeting. Speakers will be required to fill out a speaker card provided at the door and turn it into the Administrative Secretary prior to each Public Comment announcement period. Staff will number and call each speaker card in the order received.

The public may also submit emailed comments via the City’s email address: pcpubliccomment@cityofmontebello.com where the public can submit written public comments up until the day of the meeting, **Tuesday, December 20, 2022 between 7:30 a.m. – 6:00 p.m.** These comments will be read out loud and submitted for the record. Additional Information related to the Planning Commission meetings can be located on the City’s webpage: <https://www.montebellocity.gov/cms/One.aspx?portalId=58756&pageId=61848>.

Written comments may also be mailed or delivered to the Planning Commission at the Planning Division office address identified below on or before the meeting date. If you challenge the matter in court, you may be limited to raising those issues you or someone else raised at the public hearing, or in written correspondence delivered to the City of Montebello at, or prior to, the public hearing.

For more information about the project and the related environmental documentation please contact:

Contact Person: Stacey A. Morales, Associate Planner

Phone: 323.887.1200 Ext. 463 / **Email:** smorales2@cityofmontebello.com

Address: City of Montebello, City Hall, Planning Division, 1600 W. Beverly Blvd, Montebello, CA 90640

City Website: www.cityofmontebello.com

Date of Publication: December 8, 2022



NOTICE OF CONTINUED PUBLIC HEARING

CITY OF MONTEBELLO PLANNING COMMISSION

NOTICE IS HEREBY GIVEN Those items noticed for a public hearing on the Planning Commission's December 20, 2022 agenda are hereby CONTINUED as follows:

The next regular Planning Commission meeting will be held on:

Date: Tuesday, January 17, 2023
Time: 6:30 p.m.
Place: Montebello City Hall Council Chambers
1600 West Beverly Boulevard, Montebello,
CA, 90640

At such time as noticed above, the Planning Commission shall conduct a Public Hearing on the following matter(s):

Continued:

1. Conditional Use Permit (CUP) and Parking Management Plan (PMP) Case No.: PC-2022-0013-CUP-PMP /ENV No. 19-22-CE) to allow the establishment of a banquet hall with tandem parking at an existing property located at 1800-1808 West Whittier (project Site).

Alcantar, Maria

From: Melinda_the_bot Lol <melindaestrada2015@gmail.com>
Sent: Tuesday, December 20, 2022 6:10 PM
To: comment, pcpubic
Subject: [External Email]

Hi my name is Melinda I am a student in Montebello high school right in back of the new business banquet hall that is going to open soon. My mom and I got very happy when we heard about the hall opening because I am actually 14 and I will be turning 15, and we hope that we can celebrate my birthday in this location because it's really close to my house do to my after school activities we cannot make the hearing tonight.

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Alcantar, Maria

From: Berence Alcaraz <berencealcaraz@yahoo.com>
Sent: Tuesday, December 20, 2022 8:03 PM
To: comment, pcpubic
Subject: [External Email] Banquet Hall opening in Montebello
Attachments: image0.png; image1.png; ATT00001.txt

To whom It may concern:

I am a resident in the city of Montebello.

I received this message via Facebook Messenger regarding a banquet hall that is opening in Montebello. I drive home from work during the weekend and I have never witnessed any of these accusations described below:

"They have been operating without permits Fridays and Saturdays a lot of noise taking over our street parking and just all the things that come with a dance hall/club.

We are all for businesses trying to open up here in our city but a dance/club not acceptable in a residential neighborhood."

I believe the business is not even open yet. I am excited that we will be having such a great business here in the city of Montebello. More than an inconvenience I think this will contribute to the city's economy.

That building looks much better than before. It used to look abandoned and vandalized. I see they have improved the outside appearance of the building. A Banquet Hall is Family oriented e There is a banner in the outside announcing a Banquet Hall not a Dance Hall. It might sound similar but is not the same.

This was posted on a Facebook group called:

You know your from Montebello.

Thank you in advance for taking this email into consideration.

Respectfully,

Berenice A.

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Alcantar, Maria

From: Gustavo Flores <gflores862@aol.com>
Sent: Monday, December 19, 2022 6:05 PM
To: comment, pcpblic
Subject: [External Email] Banquet Hall

It's wrong for Montebello to approve such a bossiness with no parking as it is when high has a game there is no parking on this side of the street , I live almost on the corner of Cleveland bit on 18th St it will be wrong to approve such project with a small parcel of Land , and parking, is going a big problem for property owners , also concern is crime and vandalism, car thieves, drugs , people using the streets as toilets etc

NO IS THE ANSWER

BRE LIC. #01080663
Gustavo Flores (Broker)
Excellence R.E.30+ years of experience
Direct (323) 816-5925e fax 626 227 0506
e-mail: gflores862@aol.com
500 West Whittier Blvd.Montebello Ca 90640

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Alcantar, Maria

From: Michael Aldapa <mikealdapa@yahoo.com>
Sent: Tuesday, December 20, 2022 6:15 PM
To: comment, pcpublish
Subject: [External Email] SUPPORT FOR LIZ HERRERA - BANQUET HALL

My name is Michael Aldapa,
a life long resident and current business owner in the city of Montebello.
Im writing this email in strong support of Liz Herrera, being able to establish her banquet hall business in Montebello.
I have known Liz for many years and know that she has strong values, work ethics, uncompromising integrity and she loves people and the community.
Only good will come from her being able to operate her banquet hall business.
She will most importantly generate new jobs for people in the community.
She will be able to provide a very valuable service by having a banquet hall available locally especially for the Latino community because now they do not have to travel to another city to find a banquet hall for weddings and Quincenera.
Lastly her business will generate revenue for the city of Montebello.
Thank you for your consideration
MICHAEL ALDAPA
OWNER/CEO
TAURUS SECURITY FORCE

[Sent from Yahoo Mail on Android](#)

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Alcantar, Maria

From: Michelle Mkhlian <mmkhlian@gmail.com>
Sent: Tuesday, December 20, 2022 12:06 PM
To: comment, pcpblic
Subject: [External Email] RE: Banquet Hall 1800-1808 Whittier Blvd.
Attachments: Letter to the City of Montebello.pdf

Hello,

I am writing on behalf of my family and concerned residents to once again express our opposition to the event venue on the corner of N 18th St. and Whittier Blvd.

Attached for your review is the letter signed by many neighbors on the N 18th St. block that are against the venue opening its doors. This letter was originally sent on Fri. September 16th by Stephanie Mkhlian, but I am resending in light of recent updates. The updated parking plan is unrealistic especially as it does not include parking for event support staff. Please record on public comment and community concerns.

Best,
Michelle Mkhlian

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Alcantar, Maria

From: traveltony87 <traveltony87@gmail.com>
Sent: Tuesday, December 20, 2022 1:08 PM
To: comment, pcpublic
Subject: [External Email]

FR: Monica Quincosa

To whom it may concern:

I'm writing this letter to let you know that as a resident of 17th street in Montebello I Would like for the new Banquet hall to remain in business. Ever since the new Business has been renovated there's been a decrease in graffiti activity. And homeless would often sleep on the business parking lot wich would make the street unsafe due to the use of alcohol and drugs. My children often walk through the street to get to Montebello high. As a parent my biggest concern is their safety. Before the place was renovated alot of crowds would hangout and when walking through the Business I and my kids would feel unsafe. Overall a new business in our street decreases delinquent activity. And also promotes cultural awareness. Since the banquet hall will be promoting the traditional celebration of Quinceñeras. Looking forward to today's hearing.

Yours truly,

Monica Quincosa

Sent from my Galaxy

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Alcantar, Maria

From: Stacy Layton <layton81658@gmail.com>
Sent: Tuesday, December 13, 2022 12:49 PM
To: comment, pcpublic
Subject: [External Email] Pc-2022-0013-CUP-PMP/ENV NO. 19-22 CE

Dear Planning Commission,

Thank you for this opportunity to voice my opinion regarding this proposed plan. Let me start by saying I am completely against it. When I purchased my home on North 18th Street in 2015, I chose this house for several reasons. An important reason was that it was in a quiet, residential neighborhood — a great place to raise our three school-aged children. There are many families with young children on this block and we are quiet and respectful of each other. At the time of my purchase and up until recently, this building in question has remained vacant. Had I known that this was a banquet hall, I would not have purchased my home 4 lots away.

In the recent months, this building has hosted large parties. As a result, their parking overflowed onto our residential street and there was no parking for my elderly mother-in-law when she came home late from church. In addition, there was loud pedestrian noise very late at night as they found their way back to their vehicles parked in front of our homes. Each morning following a hosted party, there was also an increase in empty beer bottles and assorted trash littered in our yard and street. I am afraid that this will become a regular occurrence if this permit is granted.

Overall, I have safety concerns for my personal property as people under the influence of alcohol can be careless and thoughtless. I am concerned about the late night after party noise affecting my kids, the increase in litter, and the use of residential street parking despite providing a small lot. Having an establishment such as this operate on a regular basis will have a negative impact on our block and surrounding community. It will take away from the peaceful, quiet, and residential aspect of Montebello I have grown to love.

Thank you for your consideration and I hope you decline their permit request.

Respectfully,
Stacy Layton

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