



**PLANNING COMMISSION
MEETING AGENDA**

TUESDAY, DECEMBER 16, 2025 AT 6:30 PM

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

PLANNING COMMISSION MEMBERS

**ARMANDO MEDINA, CHAIR
NATALIA LOMELI, VICE CHAIR
VICTOR CUEVAS, PLANNING COMMISSIONER
ALICIA MORALES, PLANNING COMMISSIONER
NOAH LOPEZ, PLANNING COMMISSIONER**

CITY STAFF

**JOSEPH PALOMBI, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT
VIVIANA ESPARZA, PLANNING MANAGER
JILLIAN PICADO, SENIOR ADMINISTRATIVE ASSISTANT**

NOTICES

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.montebelloca.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 **Jillian Picado** at (323) 887-1218, 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 on the day of the meeting. Speakers will be required to complete a speaker card provided at the door and submit it to **Jillian Picado** 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: pccpubliccomment@montebelloca.gov up until the day of the meeting, **Tuesday, December 16, 2025, by 5:30 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.

RULES OF DECORUM:

Pursuant to Section 54957.95 of the Government Code, the presiding member of the legislative body conducting a meeting, or their designee, is authorized to remove, or cause the removal of, an individual for disrupting the meeting. Any such removal will be preceded by a warning to the disruptive individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to promptly cease their disruptive behavior may result in their removal.

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. **APPROVAL OF PLANNING COMMISSION MINUTES -- NOVEMBER 04, 2025.**

PUBLIC HEARING

2. **SITE PLAN REVIEW (“SPR”), ZONE VARIANCE (“ZV”), CONDITIONAL USE PERMIT (“CUP”), AND PARKING MANAGEMENT PLAN (“PMP”) (CASE NOS. PC-2025-0011-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; AND PC-2025-0010-PMP), ASSOCIATED WITH THE CONSTRUCTION OF A NEW COMMERCIAL BUILDING CONTAINING SEVEN RETAIL AND OFFICE UNITS, LOCATED AT VACANT LOTS IDENTIFIED AS ASSESSOR PARCEL NUMBERS 6346-003-021 AND 6346-003-022 (THE “PROJECT SITE”).**

RECOMMENDATION:

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

1. ADOPT Resolution No. 11-25 approving a Site Plan Review (“SPR”), Zone Variance (“ZV”), Conditional Use Permit (“CUP”), and Parking Management Plan (“PMP”) associated with the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units, on two currently vacant parcels identified as assessor parcel numbers (“APN”) 6346-003-021 and 6346-003-022, located in Montebello, California, in accordance with the requirements of the Montebello Municipal Code (“MMC”); and
2. DETERMINE AND FIND that the project (ENV No. 11-25) is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 related to “In-Fill Development Projects” that are consistent with the City’s general plan policies and zoning regulations and pursuant to CEQA Guidelines Section 15061(b)(3) related to CEQA only applying to projects which have the potential for causing a significant effect on the environment.

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 **January 06, 2026, at 6:30 p.m.** at City Hall Council Chambers located at 1600 W. Beverly Boulevard, Montebello, CA 90640.

I, Jillian Picado, Senior Administrative Assistant for the City of Montebello, hereby certify that a copy of this agenda has been posted on or before **Thursday, December 11, 2025 5:30 p.m.**



Senior Administrative Assistant



CITY OF MONTEBELLO

**PLANNING COMMISSION
MEETING AGENDA**

MINUTES

TUESDAY, NOVEMBER 04, 2025 AT 6:30 PM

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

CALL TO ORDER – Chair Medina called the meeting to order at 6:32 p.m.

ROLL CALL – Chair Medina, Vice-Chair Lomeli, Commissioner Morales, Commissioner Cuevas, and Commissioner Lopez.

PLEDGE OF ALLEGIANCE – Chair Medina.

CORRECTIONS TO THE AGENDA – None.

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. APPROVAL OF THE MINUTES FROM THE PLANNING COMMISSION MEETING HELD ON OCTOBER 07, 2025.

Vice-Chair Lomeli motioned to approve the meeting minutes and was Seconded by Commissioner Morales. Planning Manager, Viviana Esparza took roll, and the item was approved 5-0.

PUBLIC HEARING

2. CONDITIONAL USE PERMIT (“CUP”) CASE NO. PC-2025-0006-CUP FOR THE PROPOSED OPERATION OF AN INTERIM HOUSING FACILITY WITHIN AN EXISTING MULTI-FAMILY RESIDENTIAL PROPERTY LOCATED AT

2645 WEST VIA CORONA, MONTEBELLO, CALIFORNIA 90640 (“PROJECT SITE”)

Director Palombi introduced the item, followed by a presentation from Assistant Planner, Ms. Grace Hayashi, regarding the adoption of Resolution No. 10-25, which recommends the Planning Commission deny the Conditional Use Permit request to allow the operation of an interim housing facility within an existing multi-family residential property located at 2645 W. Via Corona, Montebello, CA, 90640, based on the staff's findings that the project site is in close proximity to sensitive land uses. Following Ms. Hayashi's presentation, Chair Medina inquired if interim housing facilities are not allowed by right in any residential area. Ms. Hayashi clarified that seven or more residents require a Conditional Use Permit, and six or fewer residents can operate as a typical residential home. Commissioner Cuevas inquired about the zones surrounding the project site being multi-residential yet having one or two-family dwellings. Chair Medina inquired about the commercial space that's across the alley from the project site and the current uses in the space. Ms. Hayashi advised that there is Time Banquet Hall and Learn Academy, which is a behavioral, educational school for ages K-12. Commissioner Morales inquired if Learn Academy is still operating the school and if the surrounding zones across the street are commercial and residential. Ms. Hayashi confirmed that the academy still operates with a business license and that the surrounding zones across the street are commercial and residential. Chair Medina requested to hear from the applicant. The applicant, Ms. Mechille Johnson, who is the founder and CEO of Chances for Change, approached the podium, introduced herself, and began her presentation. Ms. Johnson and her organization were contracted by the Department of Mental Health (DMH) in November 2024 to open an interim housing site in SPA 7. Around this time, Ms. Johnson came to City Hall and spoke with Ms. Hayashi to obtain CUP information. Ms. Johnson states that Ms. Hayashi provided her with a phone number should Ms. Johnson have any follow-up questions. Ms. Johnson contacted the phone number for HdL Companies to inquire about the radius map. Ms. Johnson advised that she was given incorrect information by the HdL employee, which led her to submit for a Home Occupation permit. Ms. Johnson advised that they received their first clients on May 1, 2025, once they had received the Home Occupation permit. Upon providing the City with her Home Occupation permit, Ms. Johnson was informed by the City that she had an incorrect permit. Ms. Johnson explained that the project site has 24-hour staff and security, and has an alarm system that is connected to the police department. Ms. Johnson advised that the housing facility has a curfew and house guidelines that the clients must adhere to. Ms. Johnson advised that noise complaints are related to the banquet hall and foot traffic in the alley. Upon completion of Ms. Johnson's presentation, Commissioner Cuevas asked Ms. Johnson about being misinformed regarding the permit process. Ms. Johnson again clarified that it was not her intent to obtain a home office permit when her intended use was for 15 beds. Ms. Johnson further elaborated that she did not read the fine print regarding the specifics of the permit she was provided. Ms. Johnson discovered, after she obtained the Home Occupation permit and once she spoke with Ms. Hayashi, who informed Ms. Johnson that she had been speaking with HdL, which is a third-party vendor for the City, that she had obtained an incorrect permit for the intended use. Commissioner Cuevas explained that a Home Occupation permit is for an architect or attorney, for example, who works from home. Director Palombi advised that there are two additional operations with six beds or fewer that operate within the City and are operated through state law. Director Palombi further clarified that a Home Occupation permit is not issued in these instances, but rather a Business License. Ms. Johnson explained that the project site has eight bedrooms, that program participants are referred by DMH, and that 15 total program participants would live on site. Ms. Johnson further explained that participants are meant to transition out, at which point new participants would move in. Ms. Johnson explained that program participants can be there for 18 to 24 months. Commissioner Lopez inquired if Ms. Johnson is contracted through DMH, to which Ms. Johnson confirmed that she is contracted by them. Commissioner Lopez followed up his question by asking Director Palombi if it is customary for DMH to go through the City first, prior to a CUP happening for this kind of facility. Director Palombi confirmed that it is not standard practice for DMH to go through the City in these instances; however, he advised that it would be helpful for DMH to do so to alleviate confusion. Director Palombi further explained that the City never received an inquiry from DMH regarding the specific project site. Vice-Chair Lomeli inquired how the applicant occupied the project site prior to obtaining the CUP. Commissioner Cuevas referenced Ms. Johnson's three similar businesses in Los Angeles and inquired if she has a similar setup to the project site at hand, where there are 15 patients or more than six patients. Ms. Johnson confirmed. Commissioner Cuevas elaborated that such a facility/site requires a very common setup throughout the state, which requires a CUP. Chair Medina then turned the questions back to the staff to further discuss how the confusion surrounding the appropriate permit for this facility came to be. Ms. Hayashi explained that in November 2024, staff provided Ms. Johnson with the CUP application, supporting documents, and the HdL business license company handout, which Ms. Hayashi explained is customary to provide entitlement applicants. Ms. Hayashi explained that they provide the outlined documents to the applicant so they have them throughout the entire process, as well as upon the administrative plan check process, which would then require the business license application. Ms. Hayashi explained Ms. Johnson then contacted the HdL business license company due to the fact that the paperwork says City of Montebello business license; however, Ms. Hayashi further explained that HdL is a third-party company and does not work in the City or at City Hall. Ms. Hayashi clarified that HdL does not have the knowledge, nor do they understand the City's entitlement process. Director Palombi requested that Ms. Hayashi clarify the information that was initially provided to the applicant, which led to the Home Occupation permit. Ms. Hayashi explained that within

the received business license under the Home Occupation application, there was a letter enclosed. The letter has a list of conditions that explicitly state there cannot be any individuals coming to the site, and that the site is mainly used as an office for people to work from home and run a small business operation within their home. The applicant is then required to sign the application and get it notarized by the county. Director Palombi confirmed the City has the signed document from the applicant, which states the applicant cannot have clients coming to the property since it is a Home Occupation. Ms. Johnson confessed that she did not read the fine print within the document that Eric from HdL sent her before signing it and having it notarized, since she was thoroughly convinced this was the appropriate permit she was seeking per HdL's instruction. Commissioner Cuevas then inquired if the applicant or the applicant's organization owned the home (project site). Ms. Johnson replied and explained that the project site is owned by DK Wealth LLC and confirmed that her organization has leased the location for three years. The Public Hearing was opened at 7:18 p.m. Six (6) members of the public spoke in support of the interim housing project, citing the need for projects like this due to debilitating homelessness. Members who spoke in support further noted that the project helps with rehabilitating people, reintegrating people into society, finding them work, and allowing for normalization as part of life and changes. 11 members of the public spoke in opposition to the interim housing project, citing concerns about the appropriate zoning, neighborhood, and location for such a project, concerns about children in close proximity to the project site via the school, park, and playground, feelings of worry, lack of safety which forces community members to stay indoors and install security cameras due to the proximity to the project. Members in opposition further noted heightened noise concerns during the week coming from the project site, as well as a lack of transparency regarding the population staying at the project site, increased traffic, inconsistency with the City's General Plan, smell of marijuana, and unknown vehicles taking photos and recording the neighborhood. Chair Medina then invited the DMH representative to speak. Ms. Maria Funk from DMH approached the podium to explain DMH's involvement and connection to this item. Ms. Funk confirmed DMH, which contracted Chances for Change, is the funder for the interim housing project. Ms. Funk explained that DMH wanted to ensure there was interim housing located in all areas of Los Angeles County. Ms. Funk further explained that DMH's funding targets individuals with mental illness. Ms. Funk confirmed that DMH never contacted the City regarding the interim housing project. Ms. Funk stated that DMH did require that Chances for Change seek the appropriate zoning and permit for the facility, and DMH believed Chances for Change had obtained the correct permit. Ms. Funk explained that DMH rented a county van the next day upon learning they had incorrect permitting required for 15 beds, and DMH moved nine (9) of the participants out of the project site to follow the requirement of six (6) participants and beds. Ms. Funk further elaborated that their goal is ultimately to move participants into permanent housing. Upon completion of Ms. Funk speaking, Ms. Johnson approached the podium to briefly address the public comment that mentioned photos being taken by an unknown vehicle. Ms. Johnson explained that the property manager is selling the property, and they were taking pictures to put the property on the market. The Public Hearing was closed at 8:13 p.m. Chair Medina noted that the Commission received 16 emails in opposition of the project and one (1) email in support of the project. Commissioner Cuevas proceeded to thank the applicant for the humanitarian work she's doing. Commissioner Cuevas further expressed his concern that the housing project is not in the right location and should be in a more commercialized area. Commissioner Morales explained that she is concerned about pedestrians, students, residents, and transportation that have been affected and will continue to be affected by the location of this facility. Commissioner Morales advised that this facility should be located in a different part of the city, in a different zone. Commissioner Lopez noted his admiration for the work that Chances for Change is doing and acknowledged that there have been some miscommunications and misunderstandings along the way. Commissioner Lopez voiced the need to have this facility located in a different area so the City can protect the community and welfare. Vice-Chair Lomeli also acknowledged the miscommunication, as well as a lack of the realtor's and homeowner's knowledge regarding the leasing process. Vice-Chair Lomeli noted that while she appreciates Chances for Change's vision and supports what they are trying to do, she also acknowledged the lack of understanding regarding where the facility would be situated. Chair Medina closed the discussion by stating that he empathizes with the services provided by Chances for Change and that he understands the responsibility to the community to help reintegrate people. Chair Medina further stated he recognizes that Montebello is a city where you can build community and get to know your neighbor, however, this proves difficult with the project because it is hard to get to know your neighbor when the project deals with transitional housing, and program participants at the facility can change monthly. Chair Medina noted that DMH stands to take this instance as a learning moment, change their policies, and implement a better system that vets and reviews the type of permits being discussed so they can avoid a similar situation in the future. Chair Medina motioned to adopt Resolution No. 10-25 and deny the CUP request to allow the operation of an interim housing facility within an existing multi-family residential property located at 2645 W. Via Corona. Commissioner Morales seconded the motion. Ms. Esparza conducted a roll call vote, and the item was approved unanimously 5-0.

PLANNING COMMISSION ORALS – None.

ADJOURNMENT

November 04, 2025: Planning Commission Meeting Minutes

The meeting was adjourned at 8:31 p.m. to the next regularly scheduled meeting that will be held on November 18, 2025.

Joseph Palombi, Planning Commission Secretary



ITEM # 2

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

TO: Members of the Planning Commission

FROM: Joseph Palombi, Planning & Community Development Director

BY: Grace Hayashi, Assistant Planner

SUBJECT: **SITE PLAN REVIEW (“SPR”), ZONE VARIANCE (“ZV”), CONDITIONAL USE PERMIT (“CUP”), AND PARKING MANAGEMENT PLAN (“PMP”) (CASE NOS. PC-2025-0011-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; AND PC-2025-0010-PMP), ASSOCIATED WITH THE CONSTRUCTION OF A NEW COMMERCIAL BUILDING CONTAINING SEVEN RETAIL AND OFFICE UNITS, LOCATED AT VACANT LOTS IDENTIFIED AS ASSESSOR PARCEL NUMBERS 6346-003-021 AND 6346-003-022 (THE “PROJECT SITE”).**

DATE: December 16, 2025

RECOMMENDATION(S):

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

1. ADOPT Resolution No. 11-25 approving a Site Plan Review (“SPR”), Zone Variance (“ZV”), Conditional Use Permit (“CUP”), and Parking Management Plan (“PMP”) associated with the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units, on two currently vacant parcels identified as assessor parcel numbers (“APN”) 6346-003-021 and 6346-003-022, located in Montebello, California, in accordance with the requirements of the Montebello Municipal Code (“MMC”); and
2. DETERMINE AND FIND that the project (ENV No. 11-25) is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 related to “In-Fill Development Projects” that are consistent with the City’s general plan policies and zoning regulations and pursuant to CEQA Guidelines Section 15061(b)(3) related to CEQA only applying to projects which have the potential for causing a significant effect on the environment.

BACKGROUND:

On September 2, 2025, Robert Liu (“The Applicant”), on behalf of James Shariati (“Property Owner”), filed an application for an SPR to allow the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units, as well as a ZV to deviate from the side and front setback requirements for buildings within commercial zones on a currently vacant parcel identified as assessor parcel number (“APN”) 6346-003-022, located in Montebello, California (the “Project Site”). In conjunction with the SPR and ZV, the Applicant is also seeking approval of a Conditional Use Permit (“CUP”) for a new surface parking lot intended to serve the employees and customers of the proposed commercial units located on the adjacent vacant parcel identified as (APN: 6346-003-021). Additionally, the Applicant requests approval of a Parking Management Plan (“PMP”) to allow five (5) tandem parking spaces designated for employee use.

On September 2, 2025, staff issued a deemed complete letter to the Applicant.

PROJECT /APPLICANT INFORMATION

Project Location: Vacant Parcel No. 1 (APN: 6346-003-021) and Vacant Parcel No. 2 (APN: 6346-003-022)
 Project Applicant: Robert Liu (LIU Architects)
 Property Owner: Jamshid Shariati
 General Plan Designation: Neighborhood
 Zoning: R-1 (Single-Family Residential) -- (APN: 6346-003-021)
 C-1 (Neighborhood Commercial) – (APN: 6346-003-022)

PROJECT SITE

The Project site is comprised of two (2) adjacent vacant parcels identified as APN:6346-003-021 and APN:6346-003-022. Parcel APN: 6346-003-021 is zoned R-1 (Single-Family Residential) with a General Plan land use designation of Neighborhood. Parcel APN:6346-003-022 is zoned C-1 (Neighborhood Commercial) and also has a Neighborhood designation under the General Plan. Land uses surrounding the Project Sites consist of a mix of residential and commercial uses. The surrounding zoning and land uses for each parcel are listed as follows:

Vacant parcel (APN: 6346-003-021):

Direction	Zone	Land Use
North	C-1	Neighborhood
South	R-1	Neighborhood
East	C-1	Corridor
West	R-1	Neighborhood

Vacant parcel (APN:6346-003-022):

Direction	Zone	Land Use
North	C-1	Corridor
South	R-1	Neighborhood
East	C-1	Corridor
West	C-1	Neighborhood

Parcel APN: 6346-003-022 stands as an approximately 7,013 square foot lot in a (C-1) commercial zone, where a 5,814 square foot commercial building with (7) seven retail and office units is proposed. Parcel APN: 6346-003-021 stands as an approximately 7,026 square foot lot in a (R-1) single-family residential zone, where a surface level parking lot is proposed in connection with the new commercial development. As part of the project, the two adjacent parcels will be subject to a Lot Merger upon the administrative plan check process. Once complete, the two adjacent parcels will have a total combined lot area of approximately 14,039 square feet.

ENVIRONMENTAL:

The proposed Site Plan Review, Zone Variance, Conditional Use Permit, and Parking Management Plan (Case Nos PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP) is considered a “project,” per the California Environmental Quality Act (CEQA) definition of a “project.” Pursuant to the California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) and its implementing regulations (14 Cal. Code of Regs. §§ 15000 et seq., the “CEQA Guidelines”), the City reviewed the environmental impacts of the proposed Project and has determined that the Project is categorically exempt from CEQA pursuant to Section 15332 – Class 32 (In-Fill Development). The project meets all five applicable conditions for this exemption:

- (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with the applicable zoning designation and regulations;
- (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses;
- (c) The project site has no value as habitat for endangered, rare or threatened species;
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and
- (e) The site can be adequately served by all required utilities and public services.

ANALYSIS:

PROJECT DESCRIPTION

The proposed project consists of four (4) entitlement requests, including a Site Plan Review, Zone Variance, Conditional Use Permit, and Parking Management Plan for two undeveloped parcels identified as APN:6346-003-021 and APN:6346-003-022. Together the parcels comprise approximately 14,039 square feet (0.32 acre). To bring the proposed project into compliance with the Montebello Municipal Code (“MMC”), the applicant is requesting approval of the following entitlements:

- **Site Plan Review:** To construct a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units. (Pursuant to MMC Chapter 17.74)
- **Zone Variance:** To deviate from the side and front setback requirements for buildings within commercial zones. (Pursuant to MMC Section 17.22.080)
- **Conditional Use Permit:** To propose a new surface parking lot on residentially zoned property, intended to serve employees and customers of the proposed commercial development located on the adjacent vacant parcel. (Pursuant to Appendix A – Index of Primary Uses and Section 17.10.210 of the MMC)
- **Parking Management Plan:** To allow five (5) tandem parking spaces designated for employee use only. (Pursuant to MMC Section 17.52.280)

The primary development component is the construction of a new commercial building on the vacant parcel identified as APN:6346-003-022, measuring approximately 7,013 square feet (0.16 acre) and situated in the City's C-1 (Neighborhood Commercial) zone. The applicant seeks approval of a Site Plan Review to allow the construction of a new 5,814 square-foot, one-story commercial building containing seven (7) individual retail and office units. Pursuant to Chapter 17.74—Site Plan Review of the MMC, commercial projects involving the construction of five thousand square feet or more of building area are subject to a Site Plan Review.

A Zone Variance is also requested to deviate from the side and front setbacks applicable to buildings within commercial zones. MMC Section 17.22.080-Setback Requirements for Commercial Zones, requires a 10-foot front setback and a 15-foot side setback when a building abuts a Residential zone ("R-Zone"). The project proposes a 5-foot front setback and a 0-foot side setback along the southerly property line, where the building abuts a proposed parking lot located within the R-1 zone. The proposed project will be subject to a Lot Merger, which will be processed separately during the administrative review process.

The second vacant parcel, identified as APN:6346-003-021, is an approximately 7,026 square foot (0.16 acre) property zoned for single-family residential use. As part of the project, the applicant is requesting approval of a Conditional Use Permit to allow the development of a new surface parking lot to support the commercial uses on the adjacent parcel (APN: 6346-003-022). Under Appendix A – Index of Primary Uses and Section 17.10.210 of the MMC, off-street parking facilities to be utilized for a use permitted in any zone other than an R-zone are subject the approval of a Conditional Use Permit.

The proposed parking lot will provide fifteen (15) standard parking stalls consistent with the requirements of MMC Section 17.52—Off-Street Parking, including applicable stall dimensions and number of parking spaces required under the Americans with Disabilities Act ("ADA"). Additionally, five (5) tandem parking spaces designated for employee use are proposed along the east side of the subject site. In accordance with MMC Section 17.52.280—Tandem, Stacked, or Valet and/or Attended Parking, employee-only parking (when tandem spaces are assigned to employees of the same business) requires Planning Commission approval of a Parking Management Plan.

As proposed, the subject site will be in compliance with the landscaping requirements pursuant to the MMC, including a landscaping buffer for privacy screening along the property line on the south side of the parcel that is abutting a single-family residential home.

The proposed parking lot serving the commercial development meets the required parking space requirements per the MMC Section 17.52—Off-Street Parking. Pursuant to MMC Section 17.52.020—New Uses, any building or structure erected or located, and any use of land established after the effective date of this code or any subsequent amendments, shall be required to provide off-street parking facilities in accordance with the provisions hereof. The seven (7) proposed units within the commercial building will consist of either office use, retail use, and “take-out” food business use with no seating provided all of which require one (1) parking space per 400 square feet of building area. Based on the total building area of 5,814 square feet, the project requires a total of fifteen (15) parking spaces. The total number of proposed parking spaces meets the off-street parking requirements, providing a total of fifteen parking spaces which include standard stalls, ADA-accessible spaces, and five (5) tandem employee-only spaces that are being requested through the Parking Management Plan.

SITE PLAN REVIEW - Vacant Parcel (APN: 6346-003-022)

Pursuant to Chapter 17.74 of the MMC, a Site Plan Review is required for all commercial and industrial projects involving the construction of five thousand square feet or more of building area. The Planning Commission has the authority to review and impose conditions through a site plan review process.

As part of the decision-making process, the Planning Commission will have to consider if SPR findings can be made to allow for the development. The purpose of the SPR is to minimize or preclude potential adverse impacts to the public interest or on abutting properties and adjacent residential, commercial and industrial neighborhoods, resulting from the design or layout of a proposed development. Pursuant to Section 17.74.070 of the MMC, before any SPR shall be granted, all of the following findings must be made:

A. That the proposed design for improvement complies with all requirements of the Montebello Municipal Code;

The Project site is comprised of two (2) adjacent vacant parcels identified as APN:6346-003-021 and APN:6346-003-022. The primary development component is the construction of a new 5,814 square foot one-story commercial building containing seven (7) individual office and retail units, on the vacant parcel identified as APN:6346-003-022, which measures approximately 7,013 square feet (0.16 acre). This parcel is located on North 5th Street near the intersection with West Beverly Boulevard and is situated in the City’s C-1 (Neighborhood Commercial) zone, which permits retail and office use by right and does not have a maximum lot coverage. The proposed commercial building’s architecture will be aesthetically compatible with the surrounding neighborhood to preserve visual harmony. The project will comply with all applicable development standards of MMC Chapter 17.22 - Commercial Zones Generally, with the exception of the front and side building setbacks, for which the applicant is requesting approval of a Zone Variance. As part of the project, the applicant also proposes a new surface parking lot on the adjacent property identified as APN: 6346-003-021 to serve the employees and customers of the commercial units. Additionally, the proposed project will be required to undergo a lot merger during the Administrative Plan Check process, as the two lots will be utilized for the commercial development and its associated parking.

B. That the proposed design for improvement is consistent with the General Plan;

The proposed use is consistent with the objectives, policies, land use designations, and programs outlined in the City of Montebello General Plan. Specifically, the project supports General Plan Policies P2.2, P2.7, P3.3, and P 3.4. The proposed seven (7) unit commercial building with retail and office building is consistent with the General Plan as it will strengthen an existing commercial corridor by adding neighborhood-serving uses conveniently accessible to residents in the surrounding area. The project promotes urban infill objectives by developing a previously underutilized and vacant site. It further supports revitalization goals through the addition of new commercial activity and enhanced landscaping that will improve the visual and functional character of the corridor and adjacent neighborhood.

C. That the proposed improvement will not have an adverse impact on the surrounding properties or on the general public welfare;

The proposed project is located within the City's C-1 and R-1 zones and is surrounded by commercial and residential uses. While the parking lot associated with the development is located adjacent to a residential property, a landscaping buffer will be installed for privacy screening along the southerly property line that is abutting a single-family residential property. Additionally, all exterior lighting will be designed to minimize light pollution and glare on surrounding properties. More specifically, the exterior lighting will be directed downward and shielded to prevent any lighting spillover to adjacent properties. As such, it is unlikely that the proposed project will not have an adverse impact on the surrounding properties or on the general public welfare. The existing state of the site is an underserved vacant lot that will now improve the economic vitality, create job opportunities, improve the quality of life, and support community needs of the surrounding area. Surrounding residents and community members will be able to utilize these retail and office spaces within walking distance. The proposed commercial building will directly be abutting existing commercial properties to the north and east as well as the proposed parking lot to serve the commercial units to the south.

ZONE VARIANCE -Vacant Parcel (APN: 6346-003-022)

Pursuant to Section 17.72.010 of the MMC, the sole purpose of a variance shall be to ensure that no property, because of special circumstances applicable to it, shall be deprived of privileges commonly enjoyed by other properties in the same vicinity and zone. No variance shall be granted which would have the effect of granting a special privilege not shared by other properties in the same vicinity and zone.

As part of the decision-making process, the Planning Commission will have to consider if ZV findings can be made to allow for the proposed zoning deviations. Pursuant to Chapter 17.72.060, before any variance shall be granted, the planning commission shall satisfy itself that the applicant has demonstrated the following facts:

A. That there are special or unusual circumstances applicable to the property involved, such as size, shape, topography, location or surroundings, which do not generally apply to other properties in the vicinity included in the same zone as the subject property;

The subject variance request would allow a deviation from the side and front setback requirements applicable to buildings within commercial zones that are abutting a Residential zone. The subject property is surrounded by both commercial and residential uses, and its rectangular lot configuration constrains the ability to meet the required setbacks along both the side and front property lines. The site's limited footprint creates physical constraints that are not present on larger commercially zoned parcels in the surrounding area, many of which do not conform to current setback standards and are considered legal nonconforming under the current Zoning Code.

Additionally, the proposed lot merger of the subject lot with the adjacent parcel intended for parking would result in a combined lot area of approximately 14,039 square feet. This consolidation modifies the applicable setback standards and will reduce potential encroachment onto other required setbacks, thereby enabling the construction of a practical and functional development that would otherwise be further constrained. These combined physical and contextual conditions constitute special circumstances distinguishing the property from others in the same zoning district.

B. Detail how due to the special or unusual circumstances described above, strict application of the Zoning Code would result in practical difficulties or unnecessary hardships, or would deprive the property of privileges enjoyed by other properties in the vicinity and with the same zoning designation;

Strict adherence to the increased residential-adjacent setback requirements would significantly reduce the buildable floor area for the proposed commercial units, resulting in substantially less square footage and constraining the development in a manner not experienced by other similarly zoned commercial properties in the surrounding area. Pursuant to MMC Section 17.22.080, properties abutting an R-zone are subject to increased setbacks of 15 feet on the side and 10 feet along the front.

In this case, the project proposes a 0-foot side setback adjacent to the residentially zoned parcel, which will function as a surface parking lot for the commercial development and will include additional landscape buffering between the parking lot and a residential use. The proposed 5-foot front setback along North 5th Street will also incorporate new landscaping and trees to provide screening and an enhanced streetscape. The parking lot itself will serve as a transitional and physical buffer between the proposed seven (7) unit commercial building and the nearest residential use.

The subject site is bordered by commercial properties to the north and east, and a residentially zoned property to the south of the property where the proposed parking lot will be located. Given these unique conditions, applying residential-adjacent setback requirements as though a residential dwelling were present on the abutting site would impose unnecessary hardship on the property and deprive it of development opportunities and building area similar to other surrounding commercial properties.

C. Explain how the Zone Variance is necessary for the preservation of a substantial property right to allow a reasonable use of the subject property, which is possessed by other properties in the vicinity and with the same zoning designation;

The proposed seven (7) unit commercial site is located within the C-1 Neighborhood Commercial zone, which is required to comply with more restrictive setbacks solely because

it is adjacent to an R-1 zoned property that is part of the same project and will function as a commercial parking lot rather than a residential use. The site's footprint and configuration create physical constraints that are not experienced by other commercially zoned properties in the surrounding area, many of which are larger, have more flexible lot shapes, or legally nonconforming under the current Zoning Code. These combined factors reduce the buildable area in a manner that does not affect similarly situated commercial properties in the vicinity. Granting the requested setback variance would allow the project to achieve a reasonable development intensity comparable to similarly situated commercial parcels, which would preserve a substantial property right enjoyed by other properties within the same zoning designation.

D. Describe how the proposed Zone Variance will not cause an adverse effect on the public welfare or surrounding properties;

The requested zone variance to reduce the front and side setbacks will not adversely affect the public welfare or surrounding properties, as both locations will incorporate landscaped buffers that soften the visual transition and provide separation between the uses. The deviation from the side setback requirement occurs along a property line shared with the proposed commercial parking lot, which will include additional landscaping and will not function as an active residential use. This configuration ensures that the nearest actual residential property remains adequately buffered. Additionally, the parking lot will function as a transitional and physical buffer between the proposed seven (7) unit commercial building and the closest residential use, further mitigating potential impacts. For these reasons, the proposed variance will not adversely affect public welfare or the surrounding neighborhood.

E. Describe how the granting of the Zone Variance will be consistent with the general purpose and intent of the Zoning Code and will not adversely affect the General Plan.

The granting of the proposed zone variance is consistent with the general purpose and intent of the Zoning Code. The proposed commercial project within the C-1 (Neighborhood Commercial) zone is consistent with the Zoning Code and General Plan Land Use designation for commercial and professional office uses adjacent to and serving the surrounding residential neighborhoods. The proposed setback deviations are designed primarily to protect active residential uses from incompatible commercial development. In this proposal, the adjacent R-1 zoned parcel will function as a commercial parking lot within the same project. Therefore, the project reinforces General Plan goals related to neighborhood-serving commercial development with sufficient transitions between commercial and residential uses.

CONDITIONAL USE PERMIT -Vacant Parcel (APN: 6346-003-021)

Section 17.70.010 of the MMC specifies that the purpose of a CUP 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 or constructed in a particular manner on the site, and under certain conditions.” Pursuant to Appendix A - Index of Primary uses and Section 17.10.210 of the MMC, the proposed use of a surface parking lot in the City's R-1 zone requires approval of a CUP.

As part of the decision-making process, the Planning Commission will have to consider if CUP findings can be made to allow for the use. Such considerations will have to determine

that the use will not be detrimental to surrounding property and that the use will comply with the intent and purpose of the General Plan. Pursuant to Section 17.70.070 of the MMC, before any CUP shall be granted, all of the following findings must be made:

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

The subject site is approximately 7,026 square feet located on North 5th Street near the intersection of West Beverly Boulevard. The subject site is adequate in shape and size to accommodate the proposed 15-space surface parking lot as the parcel provides sufficient area to meet all applicable zoning requirements in the MMC, including the required driving aisle width, parking stall dimensions, ADA accessibility, and access for ingress and egress. Additionally, the site has sufficient vehicular circulation and adequate maneuvering space that was shown through the Applicant's maneuvering plan located in Attachment C of the staff report.

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 subject site is accessible via North 5th and is surrounded by a mix of commercial and residential uses. The primary function of the proposed parking lot is to serve the adjacent commercial development containing seven (7) commercial spaces. The anticipated traffic generated by the proposed commercial uses can be accommodated within the proposed parking lot, as the site meets the required parking spaces pursuant to MMC—Chapter 17.52 Off-Street Parking. Additionally, the site's access and surrounding street conditions are suitable for the proposed use. Furthermore, within a 500-foot radius of the subject site, there are two bus stops located along West Beverly Boulevard, which may encourage public transportation and help reduce vehicular traffic. The proposed parking lot is adequate in width and will be paved and striped to accommodate the customers and employees of the adjacent commercial uses.

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

The proposed 15-space surface parking lot will not have an adverse effect upon adjacent or abutting properties as its sole purpose is to serve the customers and employees of the adjacent proposed commercial units. The site is surrounded by existing residential and commercial uses. As such, it is unlikely that the proposed parking lot will have an adverse effect on adjacent or abutting properties. The parking lot includes sufficient landscaping throughout the site, as well as a landscape buffer to ensure that vehicle activity will not significantly impact the privacy, safety, or environment of the adjacent residential property to the south of the subject site. The parking lot will solely serve retail and office uses that will have limited hours of operation.

D. Describe how the proposed use will meet the general purpose and intent of the Zoning Code and how it will be consistent with the General Plan;

The proposed use is consistent with the objectives, policies, land use designations, and programs outlined in the City of Montebello General Plan. Specifically, the proposed parking lot supports General Plan Policy P3.3, which encourages that vacant and underutilized lots

be utilized for infill development and that nearby residents be provided with accessibility and walkability. The proposed parking lot will be serving the adjacent commercial development which is consistent with the General Plan. Furthermore, the project aligns with the intent of the City's Zoning Code, which is consistent with the overarching goals and objectives of the General Plan. If approved, the project proposal will go through the plan check process which will ensure that the general purpose and intent of the zoning code, building code, fire code, and other applicable portions of the MMC will be met.

PARKING MANAGEMENT PLAN -Vacant Parcel (APN: 6346-003-021)

Pursuant to Section 17.52.280 of the MMC, tandem, stacked, or valet and attended off-street parking may be used as alternative methods for meeting required off-street parking, subject to approval of a Parking Management Plan by the Planning Commission. Specifically, Section 17.52.280(b)(1) allows consideration of a parking management plan when off-street parking is used for "Employee-only parking (when tandem spaces are assigned to employees of the same business)." As previously noted, the applicant proposes to construct a new surface parking lot to serve employees and customers of the proposed commercial development located on the adjacent vacant parcel. The applicant is requesting approval of a Parking Management Plan to allow five (5) tandem parking spaces within the new surface parking lot, all of which will be restricted to employee use.

As proposed, all other parking requirements will be met. Therefore, it is recommended that the Planning Commission approve the Parking Management Plan allowing the five (5) designated employee-only tandem parking spaces, as the request is consistent with Section 12.52.280 of the MMC and is not anticipated to adversely affect on-site circulation or overall parking operations.

GENERAL PLAN CONSISTENCY

The City's General Plan Land Use designation for the Project Site is "Neighborhood." This designation is intended to support a mix of transit, employment, shopping, civic, and leisure activities within close proximity of a variety of building types. Furthermore, the "Our Prosperous Community" chapter of the General Plan emphasize Montebello's commitment to promoting corridor development, encouraging compact infill growth, and strengthening the vitality of established neighborhoods and commercial corridors. Several of the following policies align with the proposed project, including supporting corridor-oriented commercial activity consistent with Policy 2.2 "promote corridor development", encouraging urban infill and efficient land use consistent with Policy 2.7 "encourage urban infill and compact development", revitalizing established neighborhoods and corridors consistent with Policy 3.3 "revitalize established neighborhoods and corridors", and creating diverse and walkable neighborhoods consistent with Policy 3.4 "new development will create diverse and walkable neighborhoods". Collectively, these policies support the new seven (7) unit commercial building, as it contributes to a more diverse and walkable environment by providing local services and amenities within close proximity to nearby residences.

The following General Plan Goals and Policies are applicable to the new commercial building with seven (7) office and retail units at the Project Site:

General Plan "Our Prosperous Community" Element policy 2.2 (P2.2) is to "promote corridor development".

General Plan “Our Prosperous Community” Element policy 2.7 (P2.7) is to “encourage urban infill and compact development.”

General Plan “Our Creative Community” Element policy 3.3 (P3.3) is to “revitalize established neighborhoods and corridors.”

General Plan “Our Creative Community” Element policy 3.4 (P3.4) is to “new development will create diverse and walkable neighborhood.”

REPORTS RECEIVED

On September 2, 2025, the application materials for Case Numbers PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP were forwarded to the City’s Building Division, Public Works Department, Montebello Fire Department, and the Montebello Police Department for review, comments, and conditions. The department conditions of approval that were provided are included in Resolution No. 11-25 (please see Attachment A).

PUBLIC NOTIFICATION

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

- On December 4, 2025, the Public Hearing Notice was published in the Daily Journal (Montebello News); and
- On December 4, 2025, the Public Hearing Notice was mailed to all property owners within a 300-foot radius from the exterior boundaries of project site.

SUMMARY:

Staff believes that the required findings exist to support the approval of Site Plan Review, Zone Variance, Conditional Use Permit, Parking Management Plan Case Nos. PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP which would allow for the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units to deviate from the side and front setback requirements for buildings within commercial zones on a currently vacant parcel identified as assessor parcel number (“APN”) 6346-003-022. In conjunction, the Applicant is also seeking approval for a new surface parking lot intended to serve the employees and customers of the proposed commercial units located on the adjacent vacant parcel identified as APN: 6346-003-021. Additionally, the Applicant requests approval to allow five (5) tandem parking spaces designated for employee use. The proposed use is compatible with surrounding land uses and is consistent with the intent of both the City’s Zoning Ordinance and General Plan. Additionally, the project would not adversely affect or compromise the integrity and character of the surrounding residential and commercial uses. Therefore, it is recommended that the Planning Commission adopt Resolution No. 11-25, approving SPR, ZV, CUP, and PMP Case

Nos. PC-2025-0022-SPR, PC-2025-0012-ZV, PC-2025-0007-CUP, and PC-2025-0010-PMP.

Additionally, staff recommends that the Planning Commission determine the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 Class 32 – Infill Development of the CEQA Guidelines, as the proposed project meets all five applicable conditions for this exemption: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with the applicable zoning designation and regulations; (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; (c) The project site has no value as habitat for endangered, rare or threatened species; (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and (e) The site can be adequately served by all required utilities and public services.

ATTACHMENT(S)

1. Attachment A. Resolution No. 11-25 (PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP)
2. Attachment B. Notice of Exemption
3. Attachment C. Proposed Plans

**CITY OF MONTEBELLO
PLANNING COMMISSION**

RESOLUTION NO. 11-25

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MONTEBELLO, CALIFORNIA, APPROVING A SITE PLAN REVIEW, ZONE VARIANCE, CONDITIONAL USE PERMIT, AND PARKING MANAGEMENT PLAN (CASE NOS. PC-2025-0011-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; AND PC-2025-0010-PMP) WITH CONDITIONS TO ALLOW THE CONSTRUCTION OF A NEW 5,814 SQUARE FOOT COMMERCIAL BUILDING CONTAINING SEVEN (7) RETAIL AND OFFICE UNITS WITH DEVIATION FROM THE SIDE AND FRONT BUILDING SETBACK REQUIREMENTS LOCATED AT VACANT PARCEL APN: 6346-003-022 AND TO PROPOSE A NEW SURFACE PARKING LOT WITH TANDEM EMPLOYEE PARKING SPACES LOCATED AT THE ADJACENT VACANT PARCEL APN: 6346-002-021 (THE “PROPOSED PROJECT”).

WHEREAS, on September 2, 2025, the applicant filed an application for a Site Plan Review (“SPR”), Zone Variance (“ZV”), Conditional Use Permit (“CUP”), and Parking Management Plan (“PMP”), to allow the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units with deviation from the side and front building setback requirements located at a currently vacant parcel identified as assessor parcel number APN: 6346-003-022, located in Montebello, California (the “Project Site”) and to propose a new surface parking lot with tandem employee parking spaces located at the adjacent vacant parcel identified as APN: 6346-002-021 (the “Project Site”); and

WHEREAS, pursuant to Chapter 17.74.030, when required by the Montebello Municipal Code (“MMC”), commercial projects involving the construction of five thousand square feet or more of building area are subject to a Site Plan Review; and

WHEREAS, pursuant to Chapter 17.72.020, authority to grant of the MMC, the Planning Commission shall have the authority to grant variances relating to the use and development of land when practical difficulties, unnecessary hardships, or results inconsistent with the general intent of this code; and

WHEREAS, pursuant to Appendix A - Index of Primary Uses of the Montebello Municipal Code, approval of a Conditional Use Permit is required for a new surface parking lot (“Off-street, Parking) within a residentially zoned property; and

WHEREAS, pursuant to Chapter 15.52.280 Tandem, Stacked, Valet, and/or Attended Parking of the MMC, tandem parking is subject to the approval of a parking management plan by the Planning Commission; and

WHEREAS, the operation of the proposed commercial units will allow for Montebello to nurture and promote infill development, revitalize neighborhoods and corridors, and create

diverse and walkable neighborhoods consistent with the City's General Plan goals, objectives, and policies; and

WHEREAS, pursuant to Section 21067 of the Public Resources Code, and Section 15367 of the State 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 proposed SPR, ZV, CUP, and PMP (Case Nos. PC-2025-0011-SPR, PC-2025-0012-ZV, PC-2025-0007-CUP, and PC-2025-0010-PMP,) qualifies for a Class 32 Categorical Exemption under the provisions of CEQA, Guidelines Section 15332 (In-Fill Development); 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 substantial evidence 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. Based on staff presentations, testimony, and all other evidence presented to the Planning Commission during the noticed public hearing on this matter, the Planning Commission hereby finds and declares that the foregoing recitals are true and correct and incorporates them herein as substantive findings into this Resolution.

SECTION 2. FINDINGS.

SITE PLAN REVIEW- (APN: 6346-003-022). Pursuant to Section 17.74.70 of the Montebello Municipal Code, before any SPR is granted, the following findings must be made;

A. That the proposed design for improvement complies with all requirements of the Montebello Municipal Code;

The Project site is comprised of two (2) adjacent vacant parcels identified as APN:6346-003-021 and APN:6346-003-022. The primary development component is the construction of a new 5,814 square foot one-story commercial building containing seven (7) individual office and retail units, on the vacant parcel identified as APN:6346-003-022, which measures approximately 7,013 square feet (0.16 acre). This parcel is located on North 5th Street near the intersection with West Beverly Boulevard and is situated in the City's C-1 (Neighborhood Commercial) zone, which permits retail and office use by right and does not have a maximum lot coverage. The proposed commercial building's architecture will be aesthetically compatible with the surrounding neighborhood to preserve visual harmony. The project will comply with all applicable

development standards of MMC Chapter 17.22 - Commercial Zones Generally, with the exception of the front and side building setbacks, for which the applicant is requesting approval of a Zone Variance. As part of the project, the applicant also proposes a new surface parking lot on the adjacent property identified as APN: 6346-003-021 to serve the employees and customers of the commercial units. Additionally, the proposed project will be required to undergo a lot merger during the Administrative Plan Check process, as the two lots will be utilized for the commercial development and its associated parking.

B. That the proposed design for improvement is consistent with the General Plan;

The proposed use is consistent with the objectives, policies, land use designations, and programs outlined in the City of Montebello General Plan. Specifically, the project supports General Plan Policies P2.2, P2.7, P3.3, and P 3.4. The proposed seven (7) unit commercial building with retail and office building is consistent with the General Plan as it will strengthen an existing commercial corridor by adding neighborhood-serving uses conveniently accessible to residents in the surrounding area. The project promotes urban infill objectives by developing a previously underutilized and vacant site. It further supports revitalization goals through the addition of new commercial activity and enhanced landscaping that will improve the visual and functional character of the corridor and adjacent neighborhood.

C. That the proposed improvement will not have an adverse impact on the surrounding properties or on the general public welfare;

The proposed project is located within the City's C-1 and R-1 zones and is surrounded by commercial and residential uses. While the parking lot associated with the development is located adjacent to a residential property, a landscaping buffer will be installed for privacy screening along the southerly property line that is abutting a single-family residential property. Additionally, all exterior lighting will be designed to minimize light pollution and glare on surrounding properties. More specifically, the exterior lighting will be directed downward and shielded to prevent any lighting spillover to adjacent properties. As such, it is unlikely that the proposed project will not have an adverse impact on the surrounding properties or on the general public welfare. The existing state of the site is an underserved vacant lot that will now improve the economic vitality, create job opportunities, improve the quality of life, and support community needs of the surrounding area. Surrounding residents and community members will be able to utilize these retail and office spaces within walking distance. The proposed commercial building will directly be abutting existing commercial properties to the north and east as well as the proposed parking lot to serve the commercial units to the south.

ZONE VARIANCE- (APN: 6346-003-022). Pursuant to Section 17.72.060 of the Montebello Municipal Code, before any ZV is granted, the following findings must be made;

A. That there are special or unusual circumstances applicable to the property involved, such as size, shape, topography, location or surroundings, which do not generally apply to other properties in the vicinity included in the same zone as the subject property;

The subject variance request would allow a deviation from the side and front setback requirements applicable to buildings within commercial zones that are abutting a Residential zone. The subject property is surrounded by both commercial and residential uses, and its rectangular lot configuration constrains the ability to meet the required setbacks along both the side and front property lines. The site's limited footprint creates physical constraints that are not present on larger commercially zoned parcels in the surrounding area, many of which do not conform to current setback standards and are considered legal nonconforming under the current Zoning Code.

Additionally, the proposed lot merger of the subject lot with the adjacent parcel intended for parking would result in a combined lot area of approximately 14,039 square feet. This consolidation modifies the applicable setback standards and will reduce potential encroachment onto other required setbacks, thereby enabling the construction of a practical and functional development that would otherwise be further constrained. These combined physical and contextual conditions constitute special circumstances distinguishing the property from others in the same zoning district.

B. Detail how due to the special or unusual circumstances described above, strict application of the Zoning Code would result in practical difficulties or unnecessary hardships, or would deprive the property of privileges enjoyed by other properties in the vicinity and with the same zoning designation;

Strict adherence to the increased residential-adjacent setback requirements would significantly reduce the buildable floor area for the proposed commercial units, resulting in substantially less square footage and constraining the development in a manner not experienced by other similarly zoned commercial properties in the surrounding area. Pursuant to MMC Section 17.22.080, properties abutting an R-zone are subject to increased setbacks of 15 feet on the side and 10 feet along the front.

In this case, the project proposes a 0-foot side setback adjacent to the residentially zoned parcel, which will function as a surface parking lot for the commercial development and will include additional landscape buffering between the parking lot and a residential use. The proposed 5-foot front setback along North 5th Street will also incorporate new landscaping and trees to provide screening and an enhanced streetscape. The parking lot itself will serve as a transitional and physical buffer between the proposed seven (7) unit commercial building and the nearest residential use.

The subject site is bordered by commercial properties to the north and east, and a residentially zoned property to the south of the property where the proposed parking lot will be located. Given these unique conditions, applying residential-adjacent setback requirements as though a

residential dwelling were present on the abutting site would impose unnecessary hardship on the property and deprive it of development opportunities and building area similar to other surrounding commercial properties.

C. Explain how the Zone Variance is necessary for the preservation of a substantial property right to allow a reasonable use of the subject property, which is possessed by other properties in the vicinity and with the same zoning designation;

The proposed seven (7) unit commercial site is located within the C-1 Neighborhood Commercial zone, which is required to comply with more restrictive setbacks solely because it is adjacent to an R-1 zoned property that is part of the same project and will function as a commercial parking lot rather than a residential use. The site's footprint and configuration create physical constraints that are not experienced by other commercially zoned properties in the surrounding area, many of which are larger, have more flexible lot shapes, or legally nonconforming under the current Zoning Code. These combined factors reduce the buildable area in a manner that does not affect similarly situated commercial properties in the vicinity. Granting the requested setback variance would allow the project to achieve a reasonable development intensity comparable to similarly situated commercial parcels, which would preserve a substantial property right enjoyed by other properties within the same zoning designation.

D. Describe how the proposed Zone Variance will not cause an adverse effect on the public welfare or surrounding properties;

The requested zone variance to reduce the front and side setbacks will not adversely affect the public welfare or surrounding properties, as both locations will incorporate landscaped buffers that soften the visual transition and provide separation between the uses. The deviation from the side setback requirement occurs along a property line shared with the proposed commercial parking lot, which will include additional landscaping and will not function as an active residential use. This configuration ensures that the nearest actual residential property remains adequately buffered. Additionally, the parking lot will function as a transitional and physical buffer between the proposed seven (7) unit commercial building and the closest residential use, further mitigating potential impacts. For these reasons, the proposed variance will not adversely affect public welfare or the surrounding neighborhood.

E. Describe how the granting of the Zone Variance will be consistent with the general purpose and intent of the Zoning Code and will not adversely affect the General Plan.

The granting of the proposed zone variance is consistent with the general purpose and intent of the Zoning Code. The proposed commercial project within the C-1 (Neighborhood Commercial) zone is consistent with the Zoning Code and General Plan Land Use designation for commercial and professional office uses adjacent to and serving the surrounding residential neighborhoods. The proposed setback deviations are designed primarily to protect active residential uses from incompatible commercial development. In this proposal, the adjacent R-1 zoned parcel will function as a commercial parking lot within the same project. Therefore, the project reinforces

General Plan goals related to neighborhood-serving commercial development with sufficient transitions between commercial and residential uses.

CONDITIONAL USE PERMIT- (APN: 6346-003-021). Pursuant to Section 17.70.070 of the Montebello Municipal Code, before any CUP is granted, the following findings must be made;

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

The subject site is approximately 7,026 square feet located on North 5th Street near the intersection of West Beverly Boulevard. The subject site is adequate in shape and size to accommodate the proposed 15-space surface parking lot as the parcel provides sufficient area to meet all applicable zoning requirements in the MMC, including the required driving aisle width, parking stall dimensions, ADA accessibility, and access for ingress and egress. Additionally, the site has sufficient vehicular circulation and adequate maneuvering space that was shown through the Applicant's maneuvering plan located in Attachment C of the staff report.

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 subject site is accessible via North 5th and is surrounded by a mix of commercial and residential uses. The primary function of the proposed parking lot is to serve the adjacent commercial development containing seven (7) commercial spaces. The anticipated traffic generated by the proposed commercial uses can be accommodated within the proposed parking lot, as the site meets the required parking spaces pursuant to MMC—Chapter 17.52 Off-Street Parking. Additionally, the site's access and surrounding street conditions are suitable for the proposed use. Furthermore, within a 500-foot radius of the subject site, there are two bus stops located along West Beverly Boulevard, which may encourage public transportation and help reduce vehicular traffic. The proposed parking lot is adequate in width and will be paved and striped to accommodate the customers and employees of the adjacent commercial uses.

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

The proposed 15-space surface parking lot will not have an adverse effect upon adjacent or abutting properties as its sole purpose is to serve the customers and employees of the adjacent proposed commercial units. The site is surrounded by existing residential and commercial uses. As such, it is unlikely that the proposed parking lot will have an adverse effect on adjacent or abutting properties. The parking lot includes sufficient landscaping throughout the site, as well as a landscape buffer to ensure that vehicle activity will not significantly impact the privacy, safety, or environment of the adjacent residential property to the south of the subject site. The parking lot will be serving solely retail and office uses that will have limited hours of operation.

D. Describe how the proposed use will meet the general purpose and intent of the Zoning Code and how it will be consistent with the General Plan;

The proposed use is consistent with the objectives, policies, land use designations, and programs outlined in the City of Montebello General Plan. Specifically, the proposed parking lot supports General Plan Policy P3.3, which encourages that vacant and underutilized lots be utilized for infill development and that nearby residents be provided with accessibility and walkability. The proposed parking lot will be serving the adjacent commercial development which is consistent with the General Plan. Furthermore, the project aligns with the intent of the City's Zoning Code, which is consistent with the overarching goals and objectives of the General Plan. If approved, the project proposal will go through the plan check process which will ensure that the general purpose and intent of the zoning code, building code, fire code, and other applicable portions of the MMC will be met.

PARKING MANAGEMENT PLAN- (APN: 6346-003-021). Pursuant to Section 17.52.010 of the Montebello Municipal Code, before any PMP is granted, the following findings must be made;

Pursuant to Section 17.52.280 of the MMC, tandem, stacked, or valet and attended off-street parking may be used as alternative methods for meeting required off-street parking, subject to approval of a Parking Management Plan by the Planning Commission. Specifically, Section 17.52.280(b)(1) allows consideration of a parking management plan when off-street parking is used for "Employee-only parking (when tandem spaces are assigned to employees of the same business)." As previously noted, the applicant proposes to construct a new surface parking lot to serve employees and customers of the proposed commercial development located on the adjacent vacant parcel. The applicant is requesting approval of a Parking Management Plan to allow five (5) tandem parking spaces within the new surface parking lot, all of which will be restricted to employee use.

As proposed, all other parking requirements will be met. Therefore, it is recommended that the Planning Commission approve the Parking Management Plan allowing the five (5) designated employee-only tandem parking spaces, as the request is consistent with Section 12.52.280 of the MMC and is not anticipated to adversely affect on-site circulation or overall parking operations.

SECTION 3. CEQA. The Planning Commission hereby determines that, based on the whole of the administrative record, the proposed SPR, ZV, CUP, and PMP (Case Nos. PC-2025-0011-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP/ ENV. No. 11-25) qualifies for a Class 32 Categorical Exemption under the provisions of the California Environmental Quality Act ("CEQA"), Guidelines Section 15332 – In-fill Development Projects. The project meets all five applicable conditions for this exemption: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with the applicable zoning designation and regulations; (b) The proposed development occurs

within city limits on a project site of no more than five acres substantially surrounded by urban uses;(c) The project site has no value as habitat for endangered, rare or threatened species; (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and (e) The site can be adequately served by all required utilities and public services.

SECTION 4. The Planning Commission hereby approves Site Plan Review, Zone Variance, Conditional Use Permit, and Parking Management Plan Case Numbers PC-2025-0011-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP associated with the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units, on two currently vacant parcels identified as assessor parcel numbers (“APN”) 6346-003-021 and 6346-003-022, located in Montebello, California, in accordance with the requirements of the Montebello Municipal Code , 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. Standard 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 reasonable and actual 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 of the subject site shall be consistent with all of the provisions of the Montebello Municipal Code (“MMC”), Conditional Use Permit, Parking Management Plan, Site Plan Review, and Zone Variance associated with Case Numbers PC-2025-0007-CUP; PC-2025-0010-PMP; PC-2025-0011-SPR; PC-2025-0012-ZV/ENV No. 11-25, approved plans and the specifications of the City’s Planning Division (“Planning Division” or “Planning Department”).
3. Within thirty (30) days of the Planning Division 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 thirty (30) days shall constitute grounds for terminating the permit.

4. All conditions shall be binding upon the applicants, their successors and assigns; shall run with the land; shall limit and control the issuance and validity of certificates of occupancy; and shall restrict and limit the construction, location, and use and maintenance of all land and structures within the development.
5. The abandonment or non-use of this approval for a period of one year shall terminate the approval without further action of the Planning Commission or City Council, and any privileges granted thereunder shall become null and void.
6. All area, height and use regulations of the zone classification of the Subject Site shall be complied with, except wherein these conditions explicitly allow otherwise.
7. All parking areas shall be clearly identified. The surface parking area must be striped to clearly indicate the location and extent of vehicle parking, maneuvering areas, and drive aisles.
8. The proposed project shall conform to Fire, Building, and Public Works Code requirements. Notwithstanding this review, all required permits from the County Department of Building and Safety must be secured.
9. Compliance with these conditions and the intent of these conditions shall be to the satisfaction of the Planning and Community Development Department and any designated agencies and in accordance with any stated laws or regulations, or any amendments thereto.
10. In the event the Applicant violates or fails to comply with any conditions of approval of the CUP, PMP, SPR, AND ZV, no further permits, licenses, approvals, or certificate of occupancy shall be issued until such violation(s) has been fully remedied.
11. The Applicant, Owner, Management and/or successor of the use shall bear full cost 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.
12. The operation shall always be conducted in a manner not detrimental to surrounding properties or residents by reason of lights, noise, activities, parking, and other actions. Site project management ("Management") shall patrol the business premises and the surrounding vicinity, including the public rights-of-way to the property, during all hours of operation. Management shall ensure that no littering or loitering occurs in and around the project site.
13. The Applicant or successor in interest shall meet the applicable code requirements and all other City department regulations.

14. 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.
15. The noise levels generated by the operation of such establishment shall not exceed sixty-five (65) dBA between the hours of seven (7) a.m. to ten (10) p.m., and not exceed sixty (60) dBA between the hours of ten (10) p.m. to seven (7) a.m., to mitigate the impact of adjoining properties zoned or used for residential purposes. The measurement of noise levels shall be taken at the location of the shared property line.
16. 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.
17. The premises shall be kept clean, and the Applicant, Operator, and/or Management of the establishment shall ensure that no trash or litter originating from the site is deposited onto neighboring properties or onto the public right-of-way.
18. Any outstanding violations of the MMC shall be remedied prior to the issuance of a Certificate of Occupancy, as applicable. The Applicant, Operator, Site Owner, and/or Management shall be responsible for remedying outstanding code enforcement issues. When corrective action requires the issuance of a building permit, the building permit must be issued within 12 months of the effective date of this approval. Corrective action that does not require a building permit shall be remedied within one month of the effective date of this approval. The Director may grant an extension to these time frames, but such extensions shall not extend more than one (1) year from the date of this approval.
19. All outdoor utilities, machinery and equipment, including roof-mounted equipment, shall be completely screened from public right-of-way, in a manner that is compatible with the structure. The method of screening shall be subject to the review and approval of the Planning Department prior to the issuance of building permits.
20. The approval of the entitlement shall expire if the rights granted are not exercised within one (1) year from the Site Plan Review, Zone Variance, Conditional Use Permit, and Parking Management'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.
21. This approval shall not supersede the approval of any other affected agencies. The applicant shall comply with Federal, State, and local requirements.
22. Any change, expansion, intensification and/or modification to the proposed plans use, or mode of operations shall be subject to the review and approval by the Director who may take action or call for review by the Montebello Planning Commission ("Planning Commission") at a noticed public hearing.

23. The Applicant is required to install artwork or pay an in-lieu fee subject to the City's Art in Public Places Ordinance. The cost of the artwork or in-lieu fee shall be equal to 1% of the projects valuation.
24. Construction shall only occur between the hours of 7:00 a.m. and 8:00 p.m. Monday thru Friday, and 9:00 a.m. to 6:00 p.m. on Saturdays, Sundays, and legal holidays, except in the case of an emergency where such action is immediately required to prevent injuries to persons or damage to property, as determined by the Building Official.
25. During construction, all roadways shall be kept open to traffic.
26. During construction, trucks and equipment that are not in use shall shut off their engines instead of idling.
27. Roads adjacent to the project site shall be swept as needed to reduce fugitive dust from the proposed project site.
28. Storage of building materials related to construction activities shall be contained within the project site.
29. Materials transported off-site shall either be sufficiently watered or securely covered to prevent excessive amounts of dust and spillage.
30. During construction, disposal of refuse and other materials should occur in a specified and controlled temporary area on-site physically separated from potential storm water runoff, with ultimate disposal in accordance with local, State and Federal requirements.
31. The project site shall be cleared of all debris prior to the issuance of a building department final inspection.
32. The property shall be developed and maintained in a neat, quiet, and orderly condition and operated in a manner so as not to be detrimental to adjacent properties and occupants.
33. Contractors and subcontractors engaged in the construction activities of the project shall obtain a business license and all required permits from the City of Montebello.
34. A sign shall be posted on the property, subject to the review of the Planning Manager, which shall identify the address and phone number of the owner and/or primary contact for the purpose of responding to questions and complaints during the construction period and shall indicate the hours of construction work.
35. A copy of the approved Resolution shall be attached to the construction plans for any site improvement at the submittal of plans for plan check.

36. An updated landscape and irrigation plan prepared by a licensed Landscape Architect will need to be provided which identifies the types of trees, groundcover, and shrubbery to be used at the site. The plans should clearly identify all the site's hard-scape features, water features, and planting areas.
 - a. The landscape and irrigation plan will need to be compliant with the Model Water Efficient Landscape Ordinance.
 - b. Additionally, the landscape and irrigation plan will need to show that the site is using a permanent underground automated irrigation system.
37. The applicant shall work with staff on the final design, layout, and treatment of the proposed warehouse building, and landscape plan to ensure compliance with all provisions of the Montebello Municipal Code. The final design of the structure shall be subject to the review and approval of the Planning and Community Development Director.
38. The Director of Planning and Community Development is authorized to make minor modifications to the approved preliminary plans or any of the conditions if such modifications shall achieve substantially the same results as would strict compliance with said plans and conditions.
39. Prior to the issuance of any building permits for the proposed commercial development, the applicant shall obtain City approval of a lot merger consolidating the subject parcel with the adjacent parcel identified for use as the commercial parking lot (APNs: 6346- 003-021 and 6346-003-022). The lot merger shall be completed, recorded, and verified by the City to ensure compliance with applicable zoning and development standards. No site preparation, grading, or construction activities shall commence until the lot merger has been fully approved and recorded.

B. Building Division Conditions

1. The second sheet of building plans is to list all conditions of approval and to include a copy of the Planning Commission Decision letter. This information shall be incorporated into the plans prior to the first submittal for plan check. Construction plans shall comply with the codes in effect at the time of plan submittal to the Building Division.
2. Please be advised that a new code cycle will take effect on January 1, 2026, which may impact design requirements if plans are submitted on or after that date.
3. Fees shall be paid to the County of Los Angeles Sanitation District prior to issuance of the building permit.
4. The building shall be addressed as 436 N. 5th Street, and an application to assign unit numbers shall be filed with the City prior to plan check submittal.
5. In accordance with paragraph 5538(b) of the California Business and Professions Code, plans are to be prepared and stamped by a licensed architect. Structural calculations prepared under the direction of an architect, civil engineer or structural engineer shall be provided.

6. A geotechnical and soils investigation report is required, the duties of the soils engineer of record, as indicated on the first sheet of the approved plans, shall include the following:
 - a) Observation of cleared areas and benches prepared to receive fill;
 - b) Observation of the removal of all unsuitable soils and other materials;
 - c) The approval of soils to be used as fill material;
 - d) Inspection of compaction and placement of fill;
 - e) The testing of compacted fills; and
 - f) The inspection of review of drainage devices.
7. The owner shall retain the soils engineer preparing the Preliminary Soils and/or Geotechnical Investigation accepted by the City for observation of all grading, site preparation, and compaction testing. Observation and testing shall not be performed by other soils and/or geotechnical engineer unless the subsequent soils and/or geotechnical engineer submits and has accepted by the City, a new Preliminary Soils and/or Geotechnical Investigation.
8. A grading and drainage plan shall be approved prior to issuance of the building permit. The grading and drainage plan shall indicate how all storm drainage including contributory drainage from adjacent lots is carried to the public way or drainage structure approved to receive storm water.
9. Stormwater Planning Program LID Plan Checklist (MS4-1 FORM) completed by Engineer of Record shall be copied on the first sheet of Building Plans and on the first sheet of Grading Plans. The form can be found at the following link <https://www.dropbox.com/scl/fi/xliqonam5j4jro5oklnw4/MS4-Permit-LID-Determination-Form.pdf?rlkey=zr7tu632u2staheexj6vqvxxvg&dl=0>
10. All State of California disability access regulations for accessibility shall be complied with.
11. Approval is required from the Los Angeles County Health Department for food handling and/or storage.
12. The property shall be surveyed, and the boundaries marked by a land surveyor licensed by the State of California.
13. Foundation inspection will not be made until the excavation has been surveyed and the setbacks determined to be in accordance with the approved plans by a land surveyor licensed by the State of California. THIS NOTE IS TO BE PLACED ON THE FOUNDATION PLAN IN A PROMINENT LOCATION.
14. Separate application and plan review is required for Electrical plans.
15. Separate application and plan review is required for Mechanical plans.
16. Separate application and plan review is required for Plumbing plans.

17. Project shall comply with the CalGreen Non-Residential mandatory requirements.
18. Design considerations should be given to providing additional space for installation of Electrical Vehicle (EV) chargers voluntarily at the EV capable spaces required by the current CalGreen Code due to clear floor space accessibility requirements per Chapter 11B of the Building Code.
19. Design considerations should be given to providing additional space for installation of Electrical Vehicle (EV) chargers as required by the 2025 CalGreen Code due to accessibility requirements per Chapter 11B of the Building Code.
20. No form work or other construction materials will be permitted to encroach into adjacent property without written approval of the affected property owner.
21. Fire-resistance rating requirements for exterior walls based on fire separation distance of 0 to 15 feet shall comply with Table 705.5 of the Building Code.
22. Maximum area of exterior wall openings and degree of open protection based on fire separation distance of 0 to 15 feet shall comply with Table 705.8 of the Building Code.
23. Prior to the issuance of building permit, a written consent shall be obtained from the current easement holder(s) for any proposed development encroaching into existing easement(s).
24. A reciprocal easement for ingress and egress shall be established and granted to any adjacent property gaining access to the public way through the subject property.
25. All fire sprinkler hangers must be designed, and their location approved by an engineer or an architect. Calculations must be provided indicating that the hangers are designed to carry the tributary weight of the water filled pipe plus a 250-pound point load. A plan indicating this information must be stamped by the engineer or the architect and submitted for approval prior to issuance of the building permit.
26. Separate permit is required for Fire Sprinklers.
27. The proposed site is a combination of lots. Parcel merger shall be processed prior to issuance of the building permit.

C. Fire Department Conditions

1. Fire Sprinklers per 2019 Edition California Fire Code, and National Fire Protection Association 13 Standard.
2. Fire Sprinkler Monitoring per 2019 Edition California Fire Code, National Fire Protection Association 72 Standard.
3. Fire Flow Analysis showing compliance with California Fire Code, Appendix B-Fire Flow Requirements.
4. Fire extinguishers in approved locations.
5. Knox Boxes in approved locations.
6. Mechanized security gates shall have Knox Key switches.

D. Public Works Department Conditions

1. New concrete for the sidewalk along the property limits.
2. Remove the driveway to the far left of the property and install a curb and gutter.
3. Remove and replace the driveway on the right side to accommodate the new inlet/outlet.
4. Keep the tree located between the two driveways in place.

PASSED AND ADOPTED this 16th day of December, 2025 by the Planning Commission.

Armando Medina, Chair
Montebello Planning Commission

ATTEST:

I, Joseph A. Palombi, Secretary of the City of Montebello Planning Commission, **DO HEREBY CERTIFY** that the foregoing Resolution, being Resolution No. 11-25 has been duly signed by the Chair, and attested by the Secretary, all at a meeting of the Montebello Planning Commission, held December 16, 2025, and that same was approved and adopted by the following vote to wit:

Chair Medina:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner: Lomeli:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Cuevas:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Morales:	() AYE () NOE () ABSENT () ABSTAIN
Commissioner Lopez:	() AYE () NOE () ABSENT () ABSTAIN

Joseph A. Palombi, Secretary
Montebello Planning Commission

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: Site Plan Review, Zone Variance, Conditional Use Permit, and Parking Management Plan

Project Location: Vacant Parcel No. 1 (APN: 6346-003-021) and Vacant Parcel No. 2 (APN: 6346-003-022)
Case Number(s): PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP/ENV No. 11-25

Description of Nature, Purpose, and Beneficiaries of Project: A Site Plan Review ("SPR"), Zone Variance ("ZV"), Conditional Use Permit ("CUP"), and Parking Management Plan ("PMP") Case Nos. PC-2025-0022-SPR; PC-2025-0012-ZV; PC-2025-0007-CUP; and PC-2025-0010-PMP which would allow for the construction of a new 5,814 square foot, one-story commercial building containing seven (7) retail and office units to deviate from the side and front setback requirements for buildings within commercial zones on a currently vacant parcel identified as assessor parcel number ("APN") 6346-003-022 ("the property"). In conjunction, the Applicant is also seeking approval for a new surface parking lot intended to serve the employees and customers of the proposed commercial units located on the adjacent vacant parcel identified as APN: 6346-003-021, located in Montebello, CA 90640 ("the property").

or Agency Carrying Out the Project: Robert Liu ("Applicant") on behalf of James Shariati ("Property Owner")

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));
[X] Categorical Exemption. State type and section number: Class 32- CEQA Guidelines Section 15332 (Infill Development)
Statutory Exemptions. State code number:

Justification for Project Exemption:

The Project is Categorically Exempt per CEQA Guidelines §15332 - Class 32 (Infill Development). The project meets all five applicable conditions for this exemption: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with the applicable zoning designation and regulations; (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses;(c) The project site has no value as habitat for endangered, rare or threatened species; (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and (e) The site can be adequately served by all required utilities and public services.

Lead Agency Contact Person: Joseph A. Palombi, Director of Planning & Community Development
Area Code/Telephone/Extension: (323) 887-1200

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: _____

- [X] Signed by Lead Agency
[Signed by Applicant]

