

**A REGULAR MEETING OF THE CITY OF SIGNAL HILL  
PLANNING COMMISSION**

April 9, 2013  
7:00 P.M.

**CALL TO ORDER**

Chair Austin called the meeting to order at 7:00 p.m.

**ROLL CALL**

The Commission Secretary conducted roll call.

Present:      Chair Devon Austin  
                 Vice-Chair Rose Richárd  
                 Commissioner Tom Benson  
                 Commissioner Shannon Murphy

Excused Absence: Commissioner Jane Fallon

Staff present:

- 1) Community Development Director Scott Charney
- 2) Associate Planner Colleen Doan
- 3) Assistant Planner Selena Alanis
- 4) Assistant City Attorney Jeff Malawy
- 5) Sr. Engineering Technician II Anthony Caraveo
- 6) Administrative Assistant Ginny Hellerud

There were 13 people in attendance.

**PLEDGE OF ALLEGIANCE**

Chair Austin led the audience in reciting the Pledge of Allegiance.

**PRESENTATIONS AND AWARDS**

Chair Austin presented to Chief Michael Langston the 1st Quarter 2013 Beautification Award recognizing the new Signal Hill Police facility located at 2745 Walnut Avenue.

**PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

**WORKSHOPS**

1.      **REVISED ARCHITECTURAL TREATMENT FOR MEDICAL OFFICE BUILDING  
         AT 845 WILLOW STREET**

The applicant submitted an email on April 9, 2013 stating they are still reviewing the elevation options before presenting to the Planning Commission. Staff will request elevations in advance to provide to the Commission.

It was moved by Commissioner Benson and seconded by Commissioner Murphy to continue the workshop to the May 2013 meeting.

## **2. TRUCKING YARD DRAFT COMPLIANCE PLANS AND USE RECLASSIFICATIONS**

Community Development Director Scott Charney read the form of notice and Associate Planner Colleen Doan presented the staff report.

Chair Austin invited anyone wishing to speak on the matter to come forward.

The following members of the public spoke regarding the reclassification of their business from a trucking yard to a storage yard:

1. David Buckner, Regional Vice President of Heritage Environmental Services, stated that no hazardous waste was stored at the 2421 Cerritos site and that they only use the site for storage of empty trucks, trailers, unused containers and employee parking for the hazardous waste transfer services provided from their property located nearby at 2400 Cerritos Avenue.
2. Ashley Schaffer, Property Manager for Signal Hill Petroleum, stated that their parcel is only large enough for a couple of trucks and requested an on-site meeting to determine any necessary changes.

The Commission gave direction to staff to communicate further with Mr. Buckner, agreed that all businesses should have business licenses for each site they operate from, and agreed that annual inspections should be included in the Ordinance.

It was moved by Vice-Chair Richárd and seconded by Commissioner Benson to return with a draft Ordinance for public hearing at the May 2013 meeting.

The motion carried.

## **3. CONSTRUCTION TIME LIMITS**

Community Development Director Scott Charney read the form of notice and Assistant Planner Selena Alanis presented the staff report.

Chair Austin invited anyone wishing to speak on the matter to come forward.

There being no testimony, Chair Austin brought discussion back to the Commission.

It was moved by Commissioner Benson and seconded by Vice-Chair Richard to prepare a draft Ordinance for Construction Time Limits as follows:

Additions 200 sf and under (two 30 day extensions)	180 days
Additions 200+ sf (two 50 day extensions)	360 days
New units 1-2 units (two 80 day extensions)	540 days
Tracts 3-10 units (two 100 day extensions)	720 days
Tracts 10-50 units (two 160 day extensions)	1,080 days
Tracts 50+ units (two 220 day extensions)	1,440 days
Non-residential 10,000 sf and under (two 80 day extensions)	540 days
Non-residential 10,000+ sf (two 100 day extensions)	720 days

Any first extension at the Director's or Planning Commission's approval and any second extension brought to the Commission. Neighbors will also be noticed and provided City contact information when a building permit is issued. Public noticing will also be provided for nearby residents of extension requests. Staff was directed to return with an Ordinance for a public hearing at the May 2013 meeting.

The motion carried.

#### DIRECTOR'S REPORT

#### 4. GENERAL PLAN ANNUAL PROGRESS REPORT UPDATE

Assistant Planner Selena Alanis presented the staff report.

Chair Austin invited anyone wishing to speak on the matter to come forward.

There being no testimony, Chair Austin brought discussion back to the Commission.

The Commission received and filed the report.

#### CONSENT CALENDAR

The Community Development Director stated the following items were on the Consent Calendar for approval.

#### 5. Minutes

Recommendation: Approve.

#### 6. Development Status Report

Recommendation: Receive and file.

## 7. Code Enforcement Report

**Recommendation:** Receive and file.

It was moved by Commissioner Benson and seconded by Commissioner Murphy to receive and file the reports.

The motion carried.

### **COMMISSION NEW BUSINESS**

Commissioner Murphy welcomed Ginny Hellerud, Administrative Assistant, to the department.


Commissioners Murphy, Benson and Chair Austin commented on the re-application process through the Neo Gov software.

### **ADJOURNMENT**

It was moved by Commissioner Murphy and seconded by Vice-Chair Richárd to adjourn the meeting to the next regular meeting of May 14, 2013.

The motion carried.

Chair Austin adjourned the meeting at 8:45 p.m.

  
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DEVON AUSTIN  
CHAIR

ATTEST:

  
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SCOTT CHARNEY  
COMMISSION SECRETARY