

Minutes for the Planning Commission

1 Civic Center Circle, Brea, California 92821

January 28, 2025

Roll Call: *(The following members were in attendance)*

- **Melanie Schlotterbeck**, Planning Commission Chair
- **Blake Perez**, Planning Commission Vice Chair
- **Tom Donini**, Planning Commissioner
- **Ted Gribble**, Planning Commissioner
- **Bill Madden**, Planning Commissioner

1. CALL TO ORDER/ROLL CALL - COMMISSION

Vice Chair Schlotterbeck called the meeting to order at 6:00 pm.

2. INVOCATION

Pastor Eddy Vera with the Friends Community Church led the invocation.

3. PLEDGE OF ALLEGIANCE

Commissioner Madden led the Pledge of Allegiance.

4. COMMISSION REORGANIZATION

Motion was made by Commissioner Madden and seconded by Commissioner Perez to nominate Commissioner Perez as Vice Chair and Vice Chair Schlotterbeck as the Chair. Motion passed 5-0.

Commissioner Madden volunteered to be the Planning Commission representative for the Art in Public Places Committee.

5. MATTERS FROM THE AUDIENCE

City Planner, Joanne Hwang, noted staff received two additional comment letters for Item 7A, which had been provided to the commission and the public.

6. CONSENT CALENDAR

Motion was made by Commissioner Donini and seconded by Commissioner Madden to approve the consent calendar. Motion passed 5-0.

6A. December 10, 2024 Planning Commission Meeting Minutes

6B. 2024 Administrative Remedy and Minor Conditional Use Permit Annual Report

7. PUBLIC HEARINGS

7A. Conditional Use Permit 2024-06; Saint Matthew Ecumenical Catholic Church

Planning Technician, Brianna Co, provided a presentation of the project.

The Planning Commission asked questions regarding the following topics:

- Potential impact to the neighboring apartment complex and potential parking overflow
- Number of available parking spaces
- Shared parking spaces with surrounding businesses and related off-site parking agreement
- Parking signage for church attendees
- Off-site parking plan vs. parking management plan
- Enforcement of conditions of approval
- Types of remedy that would apply to resolve nuisance issues
- Potential crosswalk across Sycamore Avenue.

Ms. Co, City Planner Joanne Hwang, and City Engineer Ryan Chapman responded to Commission questions.

Chair Schlotterbeck Opened the Public Hearing by inviting the applicant to speak.

The applicant, Deacon Tony, responded to the Commission's questions.

Seeing no members of the public wishing to address the Commission, Chair Schlotterbeck closed the Public Hearing.

Motion was made by Commissioner Madden and seconded by Vice Chair Perez to approve Conditional Use Permit 2024-06 for the project as presented. Motion passed 5-0.

7B. Omnibus Code Update ZOTA No. 2024-01

Assistant Planner, Esteban Rubiano, provided a presentation of proposed Omnibus Zoning Code updates amending the following chapters of Brea City Code.

The Planning Commission had comments and questions on the following items:

- Clarification of SB9 Lot Splits
- Increase of the allowable amount of detached ADU's on existing multifamily lots
- Time limits associated with special events permitted through Temporary Use Permits (i.e. Pumpkin Patch and Christmas Tree Lots)
- Impact of ADU Design Standards on ADU projects
- Parking Standards for various restaurant classifications
- Residential landscape standards
- Request for allowing additional time for further review of the proposed amendments

Mr. Rubiano and Ms. Hwang responded to the Planning Commissions inquiries and provided further clarification.

Chair Schlotterbeck opened the public hearing. Seeing no one from the public wishing to address the Commission, she then closed it.

Motion was made by Vice Chair Perez and seconded by Madden to approve with a direction for staff to add clarification on what constitutes as landscaping and the motion carried 5-0.

8. ADMINISTRATIVE ITEMS

8A. Committee Reports

Vice Chair Perez provided an update regarding the General Plan Steering Committee meeting held in January.

8B. Informational/Project Updates

The Commission asked questions regarding the following topics:

- Potential implementation of the new State Law regarding Open Space/ Conservation Elements
- Status of Brea 265 Specific Plan, closure of the oil wells, and project site ownership
- TPM No. 2024-135 (411 Sievers Avenue)
- February meeting schedule

9. ADJOURNMENT

Chair Schlotterbeck adjourned the meeting at 7:34 PM.

Respectfully submitted,

The foregoing minutes are hereby approved this 25th
day of February 2025.

A handwritten signature in blue ink, appearing to read 'Joanne Hwang', written over a horizontal line.

Joanne Hwang, City Planner

A handwritten signature in blue ink, appearing to read 'Melanie Schlotterbeck', written over a horizontal line.

Melanie Schlotterbeck, Chair