

Minutes for the Planning Commission

1 Civic Center Circle

Brea, California 92821

April 22, 2025

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

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

1. GENERAL SESSION

1A. Call to Order/Roll Call - Commission

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

1B. Invocation

City Planner Joanne Hwang led the invocation.

1C. Pledge of Allegiance

Vice Chair Perez led the Pledge of Allegiance.

1D. Matters from the Audience

None.

2. CONSENT CALENDAR

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

2A. March 11, 2025 Planning Commission Meeting Minutes

2B. March 25, 2025 Planning Commission Meeting Minutes

3. PUBLIC HEARINGS

3A. Conditional Use Permit No. 2025-06

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

The Planning Commission asked questions regarding the following topics:

- Staffing within the store
- Location of and security for distilled spirits storage cabinet
- Clarification of franchise ownership vs. corporate ownership
- Clarification on the City's noticing requirements related to residents and property owners
- Potential need to expand the City's noticing requirements

Planning Technician Co and City Planner Hwang responded to the commissioners' questions.

Chair Schlotterbeck opened the Public Hearing and invited the applicant to speak.

Project applicant, Bruce Evans, responded to the commissioners' questions.

Chair Schlotterbeck then opened the floor for public comments.

Chair Schlotterbeck closed the public hearing after noting no members from the public wished to address the Commission. After further discussion, a motion was made by Commissioner Gribble and seconded by Vice Chair Donini to approve Conditional Use Permit No. 2025-06. Motion passed 5-0.

3B. Conditional Use Permit No. 2025-04

Cristal Nava, Assistant Planner, provided a presentation of the project.

The Planning Commission asked questions regarding the following topics:

- Clarification on Conditions of Approval #5
- Storage of staging material

Assistant Planner Nava and City Planner Hwang responded to the commissioners' questions.

Chair Schlotterbeck opened the Public Hearing and invited the applicant to speak.

Project applicant, Johnathon Fan, provided a presentation and responded to the Commissioner's questions.

Chair Schlotterbeck then opened the floor for public comments.

Chair Schlotterbeck closed the public hearing after noting no members from the public wished to address the Commission. A motion was made by Vice Chair Perez and seconded by Commissioner Donini to approve Conditional Use Permit No. 2025-04. Motion passed 5-0.

3C. Tentative Parcel Map No. 2024-135

Prior to the staff presentation, Commissioner Donini recused himself as he owns two properties that are within a 500-foot radius of the project site, which includes his personal residence and a rental-income property.

Assistant Planner Nava provided a presentation of the project.

The Planning Commission asked questions regarding the following topics:

- Access to Parcel 4
- History of the project site
- Clarification of previous and existing alley
- Trees and vegetation within the project site
- The existing garage within Parcel 4
- Fencing around Parcels 1-3
- Existing slopes within the project site

Assistant Planner Nava and City Planner Hwang responded to the commissioners' questions.

Chair Schlotterbeck opened the Public Hearing and invited the applicant to speak.

Project contact, Michael Jelensky, provided a presentation and responded to the Commissioner's questions.

Chair Schlotterbeck then opened the floor for public comments.

The following member of the public spoke in opposition of the project.

- Susan Sleun
- John Yeager
- Marjorie Beckerman

Chair Schlotterbeck closed the public hearing after noting no additional members from the public wished to address the Commission.

The Commission requested clarification on the following:

- Utilities within the project site
- Future development of Parcel 4 and any public noticing requirements
- Location of where the public can find updates on the developments of project site and in the City
- The approval requirements for a single-family homes and accessory dwelling units
- Impact to the existing easement
- Existing Zoning and allowed development

City Attorney Steven Flowers, City Engineer Ryan Chapman, and City Planner Hwang responded to the commissioners' questions.

After further deliberation, a motion was made by Vice Chair Perez and seconded by Commissioner Madden to approve Tentative Parcel Map No. 2024-135. Motion passed 4-0-1 with Commissioner Donini's recusal.

4. ADMINISTRATIVE ITEMS

4A. Fiscal Year 2025-26 Capital Improvement Program Finding of Conformance with the General Plan

Angelica Flores, Associate Engineer, provided a presentation of the project.

The Planning Commission asked questions regarding the following topics:

- Clarification of Commission's role in reviewing the CIP projects
- Bicycle lanes and bicycle improvements
- Clarification on highlighted projects

City Engineer Chapman responded to the Commissioner's questions.

A motion was made by Commissioner Madden and seconded by Vice Chair Perez to adopt the resolution which states Fiscal Year 2025-26 Capital Improvement Program Finding is in conformance with the General Plan as presented. Motion passed 5-0.

4B. Committee Reports

Commissioner Madden confirmed his attendance at the upcoming Art in Public Places committee meeting.

4C. Informational/Project Updates

None.

5. ADJOURNMENT

The meeting was adjourned at 7:19PM

Respectfully submitted,


Joanne Hwang, City Planner

The foregoing minutes are hereby approved
this 13th of May, 2025.


Melanie Schlotterbeck, Chair

