

**PLACENTIA PLANNING COMMISSION
MINUTES
REGULAR MEETING
March 11, 2025
6:30 p.m. – City Council Chambers
401 E. Chapman Avenue, Placentia, CA**

CALL TO ORDER: Commissioner/Chair Perez called the meeting to order at 6:30 p.m.

ROLL CALL:

PRESENT: Commissioner Evans, Ingalls, Guerrero, Navarro, Roche, Perez
ABSENT: None

STAFF PRESENT:

Assistant City Attorney Kristi J. Smith, Director of Development Services Joseph Lambert, Planning Manager Andrew Gonzales, Associate Planner Lesley Whittaker, Administrative Assistant Margie McCoy

PLEDGE OF ALLEGIANCE: Commissioner Evans

ORAL COMMUNICATIONS: None

CONSENT CALENDAR:

1. **Minutes
Placentia Planning Commission Regular Meeting of:
February 11, 2025**

Recommended Action: Approve
(Approved 5-0-1-0 as recommended)

Motion by Roche second by Guerrero and carried on a (5-0-1-0) vote to approve the Consent Calendar.

Ayes: Guerrero, Ingalls, Navarro, Roche, Perez
Noes: None
Abstain: Evans
Absent: None

PUBLIC HEARING:

1. **Applicant:** Carla Hutchinson DBA No Limits Creative Arts

Project Location: 350 S. Highland Avenue (Use Permit No. 2024-09)

USE PERMIT NO. 2024-09. A REQUEST TO PERMIT THE ESTABLISHMENT AND OPERATION OF A CREATIVE ART STUDIO FOR SPECIAL NEEDS STUDENTS, INCLUDING DANCE, VOICE, YOGA, AND ART INSTRUCTION CLASSES, WITHIN AN EXISTING 1,930-SQUARE-FOOT TENANT SPACE LOCATED AT 350 S. HIGHLAND AVENUE, UNIT B, WITHIN THE COBBLESTONE SHOPPING CENTER, LOCATED AT E. ORANGETHORPE AVENUE AND LAKEVIEW AVENUE.

Recommended Action: Adopt Resolution approving the project as recommended by Staff.

Chair Perez opened the Public Hearing at 6:32 p.m.

Director Lambert introduced Associate Planner Lesley Whittaker to present the Staff Report. Ms. Whittaker presented details of the proposed Use Permit for a Creative Arts Studio, including location, hours of operation, number of staff and number of weekly classes anticipated. Parking requirements are met because the shopping center has a surplus of 47 parking spaces. The studio will offer dance, voice, yoga, and art instruction classes for special needs students. The proposed space requires minor modifications, including partition walls, to create a large studio, reception area, office, lounge, kitchenette, and ADA compliant bathroom. Use Permit 2024-09 has been routed to various City departments, which have no concerns. Public Notices were mailed, posted and published.

The applicant, Carla Hutchinson, founder of No Limits Creative Arts, explained the program's origins and its growth to 90 students, emphasizing the need for more space to offer more classes and mentioned the program's inclusive environment.

Commissioners Guerrero and Rocke asked questions about the program's growth and accessibility issues.

Public comments from Jeff Roche of Stafford Circle and Kim Derek of Placentia in support of the Use Permit, highlighting its benefits for special needs children, stating it is more than just an arts program. It's a lifeline for children to thrive in creative, supportive environments where they can express themselves freely, build confidence and develop essential life skills. Also mentioned was a class performance to take place at El Dorado High School on June 29th. Calvin Hutchinson spoke about how much he loves to have fun at No Limits Creative Arts.

Chair Perez closed the Public Hearing at 6:51 p.m.

Motion by Rocke second by Evans and carried on a (6-0-0-0) vote to approve Use Permit No. 2024-09 as recommended by Staff

Ayes: Evans, Guerrero, Ingalls, Navarro, Rocke, Perez
Noes: None
Abstain: None
Absent: None

2. Applicant: Glen Gwatney of Anacal Engineering, representing the property owner Greenleaf LLC

Project Location: 975 S. Lakeview Avenue (Tentative Parcel Map No. TPM 2024-143)

TENTATIVE PARCEL MAP NO. TPM 2024-143. A REQUEST TO SUBDIVIDE A 2.66-ACRE PARCEL AT 975 S. LAKEVIEW AVENUE (APN 346-341-29) INTO TWO PARCELS OF 1.38 ACRES (PARCEL 1) AND 1.27 ACRES (PARCEL 2) WITHIN THE C-M (COMMERCIAL MANUFACTURING) ZONING DISTRICT

Recommended Action: Adopt Resolution approving the project as recommended by Staff.

Chair Perez opened the Public Hearing at 6:53 p.m.

Director Lambert introduced Planning Manager Andrew Gonzales to present the Staff Report. Mr. Gonzales presented the request to reconfigure existing property lines for operational efficiency. The parcel will be divided into two parcels: one at 1.38 acres and one at 1.27 acres.

Vice Chair Rocke and Commissioner Ingalls asked questions about implications related to the Parcel Map that may result in non-conforming parking and may result in additional non-conforming aspects on the subject site. Planning Manager Gonzales clarified that the project aligns with current business operations and meets parking requirements.

Applicants Leah and Peter Monge of Greenleaf LLC, and residents of Santa Ana, were present to explain more fully the project and the need to divide the parcels in a specific configuration.

Chair Perez closed the Public Hearing at 7:04 p.m.

Motion by Evans second by Guerrero and carried on a (6-0-0-0) vote to approve Tentative Parcel Map No. TPM 2024-143 as recommended by Staff

Ayes: Evans, Guerrero, Ingalls, Navarro, Rocke, Perez
Noes: None
Abstain: None
Absent: None

REGULAR AGENDA:

1. Applicant: City of Placentia

Project Location: Citywide

Study Session Regarding Residential Development Standards

Recommended Actions: It is recommended that the Planning Commission take the following actions:

1. Discuss the Residential Development Standards Survey Data
2. Provide staff direction as appropriate

Director Lambert introduced and presented the second Study Session regarding the Residential Development Standards survey. The survey includes categories such as single-family residential parking, garage space dimensions, and outdoor driveway space dimensions.

Consensus on Certain Residential Standards

- **The Planning Commission agreed to maintain 20' by 20' garage dimensions and 10' by 20' outdoor driveway space dimensions, per parking space for single-family and multiple-family development.**
- Discussion continued regarding the need for additional space for ADA-compliant parking and maneuvering areas.

Backup Distance for Guest Parking

- Director Lambert presented the required backup distance for guest parking in multiple-family residential zones.
- Staff's recommendation is to leave the current 20' minimum or consider increasing it to 24'.
- **The Planning Commission agreed to increase the backup distance to 24' for both uncovered and covered parking in multiple-family zones.**

Discussion on Private Street Widths and Fire Code Minimums

- Director Lambert explained the current use of the fire code to determine minimum private street widths, mentioning specific zones.
- Chair Perez suggested a 20' minimum.
- Commissioner Navarro raised concerns about trash bin placement and the impact on street widths, suggesting a 26' minimum.
- Commissioner Ingalls supported the current 20' fire minimum, noting that it aligns with fire code requirements for multi-family residences over four stories.
- **The Planning Commission agrees to maintain the 20' minimum for internal private streets.**

Developer Feedback and Potential Changes

- Director Lambert mentioned that the development community generally supports the current minimums, with no significant pushback observed.
- Vice Chair Rocke suggests tabling the discussion to gather more information, including fire truck dimensions.
- Commissioner Ingalls emphasizes the importance of considering worst-case scenarios, such as aerial ladder operations for four-story buildings.
- **Director Lambert proposes renaming "private streets" to "internal access ways" to avoid official connotations.**

Internal Access Ways and Clear Drivable Areas

- Director Lambert discussed the need to differentiate between internal access ways with and without street parking, focusing on clear drivable areas.
- Commissioner Navarro supported the current minimum drive aisle widths but suggested the need for exhibits to clarify the dimensions.
- Chair Perez highlighted the importance of considering county Fire Department standards, which may supersede city standards.
- **Director Lambert agreed to provide more data and schematics for internal accessways, including different scenarios with garages and parallel parking.**

Driveway Approach Widths and Fence Regulations

- Director Lambert outlined the current driveway approach widths in Placentia, a 20' minimum and 24' maximum.
- Commissioner Navarro supported the proposed driveway approach widths, noting the need for clearance for back-to-back garages.
- Chair Perez and Director Lambert discussed the constraints of driveway approaches, ensuring they do not exceed beyond property lines.

Single-Family and Multi-Family Fence and Gate Regulations

- Director Lambert explained the current fence regulations, including height limits, the need for building permits for certain fences as well as the need for see-through fences when over 3' tall in front yards.
- Commissioner Ingalls suggested a 20' setback for driveway gates to avoid blocking public rights-of-way.

- **Regarding Single-Family Fencing, Planning Commission agreed that there would be no changes.**
- Commissioner Navarro proposed a 20' minimum setback for multi-family driveway gates, with the possibility of increasing it based on traffic conditions.
- **The Commission agreed to leave the final decision on fence setback dimensions to the City Engineer or Traffic Engineer.**

Turnaround Spaces for Trash and Delivery Vehicles

- Commissioner Navarro suggested adding language to require turnaround spaces for vehicles to exit properties in a forward direction.
- Vice Chair Rocke supported the idea but wants to review it in the next meeting to ensure it is practical and effective.
- Commissioner Ingalls mentioned that commercial projects often coordinate with trash providers to ensure adequate turnaround spaces.
- **The Commission agreed to add the turnaround space requirement to the discussion for further review.**

Final Remarks and Meeting Adjournment

- Director Lambert expressed gratitude for the Commission's input and acknowledges the need for additional meetings to explore potential changes to standards.
- **Vice Chair Rocke suggested taking time to prepare the necessary documents and diagrams for the next meeting.**
- Commissioner Navarro and Chair Perez thanked Director Lambert and his team for their hard work and expressed satisfaction with the progress made.
- The meeting was adjourned with a plan to reconvene on April 8, or at the next regular meeting for further discussion and achieve consensus regarding the proposed changes.

OLD BUSINESS: None

NEW BUSINESS: None

DEVELOPMENT REPORT: None

DIRECTOR'S REPORT: None

PLANNING COMMISSION REQUESTS:

Commissioner Navarro and Chair Perez thanked Staff for their hard work on Residential Standards.

ADJOURNMENT:

Chair Perez adjourned the Regular Meeting of the Planning Commission at 8:45 p.m. to the regular meeting of Tuesday, April 8, 2025, at 6:30 p.m. in the City Council Chambers at 401 East Chapman Avenue, Placentia, CA.

Submitted by,



 Joseph M. Lambert,
 Secretary to the Planning Commission