

**CITY OF LAKWOOD  
PLANNING AND ENVIRONMENT COMMISSION  
MEETING OF FEBRUARY 6, 2025  
MINUTES**

## CALL TO ORDER

A regular meeting of the Lakewood Planning and Environment Commission (“Commission” or “PEC”) was called to order by Chairperson Stuckey at 7:00 p.m. in the City Council Chambers, 5000 Clark Avenue, Lakewood.

## **PLEDGE OF ALLEGIANCE**

Commissioner Baca led the Pledge of Allegiance.

**ALSO PRESENT:** Aldo Cervantes, Director of Community Development  
J. Patrick McGuckian, Assistant Director of Community Development  
Paul Kuykendall, Senior Planner  
Carolyn Lehouillier, Housing Specialist  
Ivy Tsai, City Attorney  
Cindy Kojaku, Administrative Secretary

## APPROVAL OF MINUTES

There being no objections, Chairperson Stuckey ordered the Minutes of the Regular Meeting of January 9, 2025, received and filed as submitted.

## ANNOUNCEMENTS AND PRESENTATIONS

Community Development Director, Aldo Cervantes, (Director Cervantes) made the following announcements:

- Aldo Cervantes introduced himself as the new Community Development Director.
- State of the City Luncheon is scheduled for February 26, noon to 1:30 p.m. at the Centre.
- The City will be closed on February 17 in observance of President's Day.

# PEC PUBLIC HEARINGS

1. Conditional Use Permit No. 1030, 11402 216<sup>th</sup> Street, Request approval for the establishment of a cottage food operation, including a finding that the use is

**categorically exempt from further CEQA review. (Applicants: Gerina and Jade Lakeman)**

Senior Planner, Paul Kuykendall, (Senior Planner Kuykendall) presented the staff report and exhibits which recommended approval of Conditional Use Permit No. 1030, for approval for operation of a cottage food operation, including finding that the use is categorically exempt from further CEQA review. These documents are on file with the Community Development Department. The Notice of Hearing was properly delivered and posted pursuant to the Lakewood Municipal Code and state law. Staff recommends that the Commission hold a public hearing and, following the hearing, move to adopt the attached proposed Resolution approving Conditional Use Permit No. 1030 subject to the findings and conditions contained therein or otherwise by reference and to approve the proposed categorical exemption. This project is categorically exempt under the CEQA Guidelines as amended. Senior Planner Kuykendall asked if there are any questions of staff.

**Chairperson Stuckey asked if there are any questions of staff.**

Commissioner Rowland asked if the only access to this establishment is off 216<sup>th</sup> Street, and Senior Planner Kuykendall confirmed yes—that there is no alley abutting the property—the only access to the public right-of-way is 216<sup>th</sup> Street.

Commissioner Baca requested to review one of the photos and requested photos be included in the packets going forward. After reviewing the photo, Commissioner Baca asked about the parking availability for curbside pickup. Senior Planner Kuykendall stated the proposed Resolution requires a space available on the driveway so a person can park on the property for baked goods pick up. This is a condition that carries through from the Code that regulates these types of businesses.

Senior Planner Kuykendall confirmed that photos shall be included in the packets going forward.

**Chairperson Stuckey opened the public hearing.**

**Chairperson Stuckey asked of applicant, “Have you read, and do you agree with all the proposed conditions of approval?”**

Gerina Lakeman and Jade Lakeman introduced themselves, and Gerina Lakeman confirmed she has read and agrees to the conditions of approval.

**Chairperson Stuckey asked the applicant if there is anything applicant would like to share about applicant’s establishment?**

Gerina Lakeman stated she has been making sourdough for about five years. They have been baking bread for friends and family. They make sourdough pastries because it is a healthier option. Her daughter became very sick in 2021, and they

decided to work from home with a schedule to fit her daughter. That was the main motivation in opening up this business. They both love to cook and being in the kitchen.

**Chairperson Stuckey asked if there is anyone in the audience who would like to speak on this item?**

There were none.

**There being no one else wishing to be heard on the matter, Commissioner Stuckey closed the public hearing.**

**Commissioner Rowland moved and Chairperson Stuckey seconded approval of staff recommendation to approve Conditional Use Permit No. 1030, 11402 216<sup>th</sup> Street, and its related categorical exemptions, with amendments from staff.**

**Chairperson Stuckey said there is a motion and a second and called for a roll call vote.**

**AYES:** COMMISSIONERS: Rowland, Garcia-Salas, Baca, Cole, Stuckey  
**NOES:** COMMISSIONERS: n/a  
**ABSENT:** COMMISSIONERS: n/a  
**ABSTAIN:** COMMISSIONERS: n/a

**2. CDBG Action Plan FY 24-25, Substantial Amendment No. 1 – Curb Replacement Project.**

Housing Specialist, Carolyn Lehouillier, (Housing Specialist Lehouillier) presented the staff report and exhibits which recommended approval of the CDBG Action Plan FY 24-25, Substantial Amendment No. 1 – Curb Replacement Project.

These documents are on file with the Community Development Department. The Notice of Hearing was properly delivered and posted pursuant to the Lakewood Municipal Code and state law. Staff recommends that the Commission hold a public hearing and, following the hearing, move to adopt the attached proposed CDBG Action Plan, FY 24-25, Substantial Amendment No. 1 – Curb Replacement Project by the City Council on February 25, 2025. Housing Specialist Lehouillier asked if there are any questions of staff.

**Chairperson Stuckey asked if there are any questions of staff.**

There were none.

**Chairperson Stuckey opened the public hearing.**

**Chairperson Stuckey asked if there is anyone in the audience who would like to speak on this item?**

There were none.

**There being no one else wishing to be heard on the matter, Commissioner Stuckey closed the public hearing.**

**Commissioner Baca moved and Chairperson Stuckey seconded approval of staff recommendation to recommend the City Council to approve CDBG Action Plan FY 24-25, Substantial Amendment No. 1 – Curb Replacement Project.**

**Chairperson Stuckey said there is a motion and a second and called for a roll call vote.**

**AYES:** COMMISSIONERS: Rowland, Garcia-Salas, Baca, Cole, Stuckey  
**NOES:** COMMISSIONERS: n/a  
**ABSENT:** COMMISSIONERS: n/a  
**ABSTAIN:** COMMISSIONERS: n/a

**REPORTS:**

**1. 2024 General Plan Annual Progress Report.**

Senior Planner Kuykendall delivered the oral report summarizing the written staff report and slide presentation, all as contained in the 2020 General Plan Annual Progress Report.

Senior Planner Kuykendall recommended that the Commission recommend to the City Council that it receive and file the 2024 General Plan Annual Progress Report and that the Council direct staff to submit the General Plan Annual Progress Report to HCD and the Governor's Office of Planning and Research. Senior Planner Kuykendall concluded the staff report and asked if there are any questions of staff.

**Chairperson Stuckey asked if there are any questions of staff.**

There were none.

**Chairperson Stuckey asked if there is anyone in the audience who would like to speak on this item?**

There were none.

**Chairperson Stuckey moved and Commissioner Cole seconded approval of staff recommendation to forward the 2024 General Plan Annual Progress report to the City Council to receive and file.**

**AYES:** COMMISSIONERS: Rowland, Garcia-Salas, Baca, Cole, Stuckey  
**NOES:** COMMISSIONERS: None  
**ABSENT:** COMMISSIONERS: None  
**ABSTAIN:** COMMISSIONERS: None

## **2. Housing Element Implementation Program Workshop – Part 3**

Senior Planner Kuykendall presented his staff report on the Housing Element Implementation Program (HEIP) that will propose a series of ten topics organized into three ordinances that will address regulation modifications. The purpose of these Workshops is to provide the Commission with a foundation for establishing procedures and standards for certain proposed regulations which are required to be adopted as part of the City's 2021-2029 Housing Element Update as required by the State of California. The topics in Workshop – Part 3 are:

- By-Right Multifamily Residential Projects
- By-Right Residential Subdivisions
- Density Bonuses
- Single-Room Occupancy Units (SRO)
- Prefabricated Manufactured Units

Commissioner Baca, in addressing the first question "Which project should be exempt from the inclusionary housing ordinance?" requested to see the graph and asked for clarification that it goes from six to seven to 14.3%?

Senior Planner Kuykendall stated zero units, and the affordability for seven units is about 14.3%. If it were six, it would be somewhere around 22%.

Commissioner Baca asked if staff is recommending that six or less should be exempt, and Senior Planner Kuykendall responded either exempt or pay an in-lieu fee. Commissioner Baca stated he is comfortable with that number.

Assistant Director, J. Patrick McGuckian, (Assistant Director McGuckian) stated that we have to allow 15%.

**Chairperson Stuckey asked if there is anyone in the audience who would like to speak on this item?**

There were none.

**Chairperson Stuckey directed the Commission to proceed with discussion.**

Commissioner Rowland asked if the guidelines are by the state? Senior Planner Kuykendall stated that, through the Housing Element, there is a mandate for producing housing, not only the RHNA number, but also that number is divided up into different household incomes. The purpose of this is to create a mechanism if they're not building it, then in-lieu fees or an alternative compliance comes in where the City will see that those type of units are built elsewhere over time.

J. Patrick McGuckian stated that what Senior Planner Kuykendall is asking tonight is where does the Commission want the scale to be?

Vice Chairperson Cole asked if there is a slide that shows the proposed in lieu fees for total units that were between two and six, and Senior Planner Kuykendall answered "no." Senior Planner Kuykendall stated that last month, we presented a survey, took a median, looked at different cities that were geographically and demographically similar to the City of Lakewood, and that is how we arrived at the \$15.00 per square foot number.

Commissioner Baca asked if the color code of the graph is in coordination with staff recommendations, and Senior Planner Kuykendall stated yes.

Chairperson Stuckey asked if there are any other questions or further discussion? Senior Planner Kuykendall stated we are looking for feedback rather than a motion.

Vice Chairperson Cole asked what is the benefit for the City in exempting projects that have less than six units? Senior Planner Kuykendall stated in terms of affordability, no advantage at all because these will be small projects. With bigger projects where they are required to build the units or pay an in-lieu fee, those will go further in seeing the affordable units built.

Vice Chairperson Cole stated he is inclined to have an in-lieu fees for projects with two to six units.

**Chairperson Stuckey asked if there is a consensus? The members of the PEC Commission unanimously concurred.**

Senior Planner Kuykendall continued on with the second tier of this Workshop which are projects 40 to 80 units which is the hybrid scheme.

Vice Chairperson Cole asked if staff is recommending 40 units as the threshold? Senior Planner Kuykendall stated yes, but it could be 20 units. It is up to the Commissioners whether it is higher or lower.

Commissioner Rowland stated when we talk about construction required for some of the units, are we talking about full bills? Senior Planner Kuykendall stated, "yes."

Vice Chairperson Cole asked if the number was 40, anything less than that number is not required? Senior Planner Kuykendall confirmed and asked, "How many units would the Commission feel comfortable with at a minimum number of units? Is a developer required to build one, four, five or ten?"

Vice Chairperson Cole asked in the last five years, how many apartment complexes with 40+ units have been built? Or in the last 10 years?

Senior Planner Kuykendall stated looking back on the larger projects, we had a 72-unit condo project about 10 years ago.

Assistant Director McGuckian mentioned that the 72-unit condo project was called Canvas on South Street.

Senior Planner Kuykendall further responded that there was a 30-unit apartment building on Bloomfield and Centralia several years ago. For example, if it was 30 units, of those 30 units, only four would have been inclusionary housing. The City recently adopted a Mixed-Use Ordinance which has the potential for larger projects as we are now not looking at the smaller residential sites, we are looking at commercial sites with larger acreage and the potential to build more units. With those types of projects, there are more inclusionary housing units.

Commissioner Baca stated he is okay with the staff-provided number. Chairperson Stuckey stated she is fine with the numbers staff has provided, and Commissioner Rowland stated he is fine with the recommendation by staff. Vice Chairperson Cole stated he is fine with the 40+ unit being the threshold for inclusionary housing being a requirement with the hope that we have some developers that will be building 40+ unit apartment complexes.

Assistant Director McGuckian clarified we do in-lieu fees up to 40, and 40 on, we require development, and there is no hybrid in between unless it is voluntary. Vice Chairperson Cole stated that sounds good for him.

Senior Planner Kuykendall clarified what we are saying is that two to 39 units is the in-lieu fee or other alternative compliance. The hybrid will be 40 to 79 because there will be projects where they can justify building a unit or two. Above 80, units will have to be built.

Vice Chairperson Cole questioned for the 40 to 79, they have to stick to the 15%? Senior Planner Kuykendall stated they are all 15%.

Commissioner Baca asked if the other one was inclusive, 40 to 1,000? It said 40 and above. One said 40 to 79 and the other said 40 and above.

Senior Planner Kuykendall responded that, if and when the hybrid approach is acceptable, that is 40 to 79 units.

Senior Planner Kuykendall stated at the last meeting, the Commission asked about how Housing Trust Funds could be used. In the event someone donates land or there are in-lieu fees that are collected, how could those funds be used in the future. He looked at what other cities are doing, and one is site acquisition of land. After there is enough money accumulated in the fund, the city could purchase vacant or underutilized properties for the purpose of creating inclusionary housing projects, construction rehabilitation of inclusionary units with terms of either 45 or 55 rental years, off-site improvements that benefit projects with inclusionary housing units, street winding, curb and gutter, and relocating utility poles. If the project benefiting is an affordable housing or inclusionary housing type of project, that is where those would be used. The City, with the inclusionary housing ordinance, would be able to use any of these tools as long as it results in the production of inclusionary housing projects. If there is no other discussion, staff will move on to another major topic area. There was no other discussion.

Senior Planner Kuykendall stated the main thing to discuss is Workshop #3, and these are the code amendments required by the Housing Element.

- By-Right Development
- Density Bonus Ordinance
- Single-Room Occupancy (SRO) Units
- Prefabricated Manufactured Housing
- Ministerial Review of Residential Subdivisions

Senior Planner Kuykendall explained about each code amendment. The Ministerial Review of Residential Subdivisions is not part of the Housing Element, but it is part of State Law that went into effect last year where we do have to amend our Code to address new requirements. Staff asked if there are any discussion or questions regarding Density Bonus Ordinance.

Chairperson Stuckey asked the Commission if there are any questions?

Commissioner Baca stated he noticed the reference to fabricated and mobile homes. We had one mobile home park in the City of Lakewood. Senior Planner Kuykendall stated the City of Lakewood actually has two properties zoned for mobile home parks—one is next to the 605 Freeway and a much smaller one with a dozen units on it on Carson Street, east of the Equestrian Center. For those types of projects, the State supersedes the City on those.

Senior Planner Kuykendall continued and spoke about Single-Room Occupancy (SRO) Units. Does the PEC agree with staff's recommendations that the Housing Element and Implementation Plan (HEIP) Ordinance include a finding that current SRO requirements are adequate and that an amendment is not necessary?

Commissioner Rowland agrees with staff's recommendations.

**Chairperson Stuckey stated the members of the PEC Commission unanimously concurred.**

Senior Planner Kuykendall continued and spoke about Prefabricated Manufactured Units.

Assistant Director McGuckian stated he would like to interject that while we have done that with a few ADUs, he has had standards and sometimes those standards conflict with the objective standards, and in those instances, we have to yield to their standards. If they have a 30" door, and our requirements are a 34" door, HUD has already pre-approved that. In those few instances, we have to yield our objective standards to the standards imposed by Housing and Urban Development.

Lastly, Senior Planner Kuykendall continued and spoke about Residential Subdivisions with 10 or fewer parcels created or where the project has 10 or fewer units that, under SB 685, require ministerial approval.

Senior Planner Kuykendall stated that concludes the staff report and asked the Commission to consider staff recommendations and direct staff to combine the 10 topic areas into a single ordinance and present the ordinance to the Commission for consideration and recommendation to the City Council. Senior Planner Kuykendall asked if there are any questions of staff.

**Chairperson Stuckey stated the members of the PEC Commission unanimously concurred.**

#### **PUBLIC COMMENTS:**

Resident, Shelly Baker, resides at 4638 Pimenta Avenue. She stated the neighbor across street built an ADU but is now building a 2-story ADU in the front yard, and the neighbors, including her and her family, are not happy. In one plot, there will be a 2-story house, the house that has been since the 1950's, and the ADU in the back. There is another ADU going up at the end of the street—a 2-story in the front. Ms. Baker stated they have lived there for 14 years and really like the neighborhood, and these ADUs are making the neighborhood look really badly. She asked what are the rules on ADUs, if any? She has questions and wonders what our City will look like five years from now.

Resident, Hazel Baker, resides at 4634 Pimenta Avenue. Ms. Baker referred to Shelly Baker's comments but added that the two-story ADU is on the lawn. She stated lawns are important and not having lawns is detrimental to our environment; our habitat, and she does not like the parking situation.

Chairperson Stuckey stated the Commission will not be able to comment because this is not agenda item but that the Assistant Director McGuckian will reach out to both of them.

#### **STAFF COMMUNICATIONS:**

No further comments.

**ADJOURNMENT:** The meeting was adjourned at 8:20 p.m.

The next regularly scheduled meeting will be on March 6, 2025.

A handwritten signature in black ink, appearing to read "LL", is written above a horizontal line.

Secretary