



CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200

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MIRANDA
VICE-CHAIR

ALBERT
ACOSTA
COMMISSIONER

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CHICO
COMMISSIONER

JUSTIN
KELLY
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

PLANNING COMMISSION

MARCH 18, 2026

6:30 P.M.

IRWINDALE COUNCIL CHAMBER

Join Webinar at

<https://us02web.zoom.us/j/86349691359>

Webinar ID

863 4969 1359

Listen Over Phone: 1-669-900-6833

In the event that a Zoom broadcast is unavailable, staff will promptly notify the public through its social media platforms. The public meeting will proceed in accordance with The Brown Act.

Submit public comments by email to planning@irwindaleca.gov prior to the start of the meeting. Comments will be read by the Administrative Secretary during public comment. Lengthy public comment may be summarized in the interest of time.

Spontaneous Communications: The public is encouraged to address the Planning Commission on any matter listed on the agenda or on any other matter within its jurisdiction. The Planning Commission will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The Planning Commission will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the **Brown Act**, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may request staff to investigate and/or schedule certain matters for consideration at a future Commission or City Council meeting.

Americans with Disabilities Act: In compliance with the ADA and Government Code section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can be found on the City's website: <https://www.irwindaleca.gov/DocumentCenter/View/8075/AB-2449-Reasonable-Accommodation-Policy>. If you need special assistance to participate in a City Council or Commission meeting or other services offered by this City, including an electronic or printed copy of the City's reasonable accommodation policy, please contact City Hall at (626) 430-2200. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. **Note:** Staff reports are available for inspection at the Planning Division Counter, 16102 Arrow Highway or at City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday) by appointment only, and by contacting the Planning Division at 626-430-2208.



Code of Ethics

As City of Irwindale Planning Commissioners, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Commissioner.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

IRWINDALE PLANNING COMMISSION



A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

D. ROLL CALL: Commissioners: Albert Acosta, Richard Chico, Justin Kelly; Vice-Chair Casey J. Miranda; Chair Maricela Frymark

E. AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances.

F. ANNOUNCEMENTS

1. CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the Commission requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

A. Minutes

Recommendation: Approve the following minutes:

1. Regular meeting held February 18, 2026

2. SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on any item not on this agenda that is within the Planning Commission's subject matter jurisdiction. The Planning Commission is an advisory body appointed by the City Council to review and provide recommendations on matters related to land use, planning, and development within the City. Except for very limited circumstances, state law prohibits any Commission discussion or action on items that are not on the agenda.

All members of the public are asked to observe the City's Rules of Procedure and Public Meeting Decorum. The City's Rules of Procedure and Public Meeting Decorum can be found on the City's website, and Chapter 2.40 of the Irwindale Municipal Code. You may also contact the City Clerk's Office for copies.

Each speaker will be limited to 3 minutes unless such time limits are extended. If a member of the public wishes to donate their time to another speaker, both persons must be physically present and in attendance of the meeting. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject for all speakers. In no event shall the total amount of speaking time exceed 6 minutes per person for the subject under discussion. Organized groups of persons wishing to address the Board on the same subject should select a spokesperson to represent the group, so as to avoid unnecessary repetition.

The Commission may regulate a speaker who is speaking too long or out of order, being unduly repetitious, discussing irrelevancies, or extending to items not within the subject matter jurisdiction of the Commission. Please be reminded that discrimination, abusive use of profanity, unruly disruption, and violent or physically threatening conduct is discouraged. Members of the public shall not disrupt the orderly conduct of the meeting. The Presiding Officer will request that a person cease any disruptive conduct, and if not immediately stopped, will direct the person to be removed from the meeting.

In the hybrid format, both in-person and hybrid audience members will participate in the following order:

Tier 1: In-person attendees

Tier 2: Teleconference attendees

Tier 3: In-person and teleconference attendees who have not previously provide comments on the matter(s) being discussed by the legislative body

3. NEW BUSINESS

A. CHANGING THE EXISTING START TIME OF THE REGULAR PLANNING COMMISSION MEETING FROM SIX-THIRTY P.M. TO SIX P.M.

The City-initiated proposal will change the existing start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m.

Adopt Resolution No. 875(26)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE CHANGING THE START TIME OF THE REGULAR PLANNING COMMISSION MEETINGS FROM SIX-THIRTY P.M. TO SIX P.M.

4. DISCUSSION ITEMS/PRESENTATIONS

A. Accessory Dwelling Units (ADUs) Presentation

5. COMMUNITY DEVELOPMENT DIRECTOR REPORT

6. LEGAL COUNSEL COMMENTS

7. COMMISSIONER COMMENTS

8. ADJOURN

AFFIDAVIT OF POSTING

I, Jesus Hernandez, Management Analyst, certify that I caused the agenda for the regular meeting of the Irwindale Planning Commission to be held on March 18, 2026, to be posted at the City Hall, Library, and Post Office on March 10, 2026.

Jesus Hernandez

Jesus Hernandez,
Management Analyst

**IRWINDALE COUNCIL CHAMBER
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706**

**February 18, 2026
Wednesday
6:31 P.M.**

The Irwindale **PLANNING COMMISSION** met in a regular session at the above time and place.

CHAIR FRYMARK	Let's do this. Good evening, everyone. We are going to call the Planning Commission meeting of February 18, 2026, to order at 6:31 P.M. If able, let's stand for the Pledge of Allegiance.
PLEDGE OF ALLEGIANCE	I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.
INVOCATION VICE-CHAIR MIRANDA	Heavenly Father, we thank you and praise you, Father. We lift up the City of Irwindale and give us guidance today, all of us here on the dais and out here in our employees as well. That we have a good night. Quicken our minds and hearts and open them, Father. And also, we lift up the family of Paul Tapia and his wife Regina, and all the Castanedas and Tapias, be with them hold their hearts. And all those here in City of Irwindale that have the ability to give them some love, and comfort, and prayers and also any financial ability assistance you can muster. We thank you Father for your mercy. In your son 's name, Jesus, Amen.
CHAIR FRYMARK	Roll Call, please.
<u>ROLL CALL:</u>	Present: Commissioners: Albert Acosta; Casey Miranda; Justin Kelly; Richard Chico; Maricela Frymark Also present: Julian Miranda, City Manager; City Attorney, Adrian Guerra; Theresa Olivares, Assistant City Manager; Marilyn Simpson, Community Development Director; Brandi Jones, Senior Planner; Jarrod Palmer, Assistant Planner; Jesus Hernandez, Management Analyst; Cynthia Largaespada, Office Specialist
<u>AB 2449 DISCLOSURES</u>	
CHAIR FRYMARK	And seeing that we're all here we're going to move on past AB 2449 Disclosures to any Announcements.
<u>ANNOUNCEMENTS</u>	
OFFICE SPECIALIST LARGAESPADA	No announcements from Staff.

CONSENT CALENDAR

CHAIR FRYMARK	Thank you. We do have one Item on our Consent Calendar this evening. We have the regular Minutes that was for the meeting held on January 21, 2026. Do we have any motions?
COMMISSIONER KELLY	I move to accept.
COMMISSIONER ACOSTA	Second.
CHAIR FRYMARK	I have a first by Commissioner Kelly and a second, I believe it was from Commissioner Acosta. Thank you, Roll Call.
OFFICE SPECIALIST LARGAESPADA	Commissioner Acosta?
COMMISSIONER ACOSTA	Yes.
OFFICE SPECIALIST LARGAESPADA	Commissioner Chico?
COMMISSIONER CHICO	Yes.
OFFICE SPECIALIST LARGAESPADA	Commissioner Kelly?
COMMISSIONER KELLY	Yes.
OFFICE SPECIALIST LARGAESPADA	Vice Chair Miranda?
VICE-CHAIR MIRANDA	Yes.
OFFICE SPECIALIST LARGAESPADA	Chair Frymark?
CHAIR FRYMARK	Yes. Moving on to Spontaneous Communication.

**SPONTANEOUS
COMMUNICATIONS**

OFFICE SPECIALIST
LARGAESPADA

This is the time set aside for members of the audience to speak on any item not on this agenda that is within the Planning Commission's subject matter jurisdiction. The Planning Commission is an advisory body appointed by the City Council to review and provide recommendations on matters related to land use, planning, and development within the city. Except for very limited circumstances, state law prohibits any Commission discussion or action on items that are not on the agenda. All members of the public are asked to observe the City's Rules of Procedure and Public Meeting Decorum. The City's Rules of Procedure and Public Meeting Decorum can be found on the City's website, and Chapter 2.40 of the Irwindale Municipal Code. You may also contact the City Clerk's Office for copies. Each speaker will be limited to 3 minutes unless such time limits are extended. If a member of the public wishes to donate their time to another speaker, both persons must be physically present and in attendance of the meeting. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject for all speakers. In no event shall the total amount of speaking time exceed 6 minutes per person for the subject under discussion. Organized groups of persons wishing to address the Board on the same subject should select a spokesperson to represent the group, so as to avoid unnecessary repetition. The Commission may regulate a speaker who is speaking too long or out of order, being unduly repetitious, discussing irrelevancies, or extending to items not within the subject matter jurisdiction of the Commission. Please be reminded that discrimination, abusive use of profanity, unruly disruption, and violent or physically threatening conduct is discouraged. Members of the public shall not disrupt the orderly conduct of the meeting. The Presiding Officer will request that a person cease any disruptive conduct, and if not immediately stopped, will direct the person to be removed from the meeting. We are in a hybrid format so we do have both in person and hybrid audience members and they will participate in the following order: Tier 1, in person attendees; Tier 2, teleconference attendees; and Tier 3, in person and teleconference attendees who have not previously provided comments on the matters being discussed by the legislative body.

CHAIR FRYMARK

Thank you. Do we have anyone under Tier 1 that would like to come forward and speak under Spontaneous Communication? Seeing none, Tier 2?

OFFICE SPECIALIST
LARGAESPADA

No one in Tier 2.

CHAIR FRYMARK

Thank you, and last call for Tier 3? Or first call and last call for Tier 3.

OFFICE SPECIALIST
LARGAESPADA No one in Tier 3.

CHAIR FRYMARK Thank you, we're going to move on. Next Item on our Agenda is Number 4, which is Community Development Director Report. Good evening, Marilyn.

**COMMUNITY
DEVELOPMENT
DIRECTOR REPORT**

COMMUNITY
DEVELOPMENT
DIRECTOR
SIMPSON Good evening. Thank you Chair and Commissioners. A couple of things, the Zoning Code has been placed on the dais for you. This has been updated, it has the page numbers in there. So, you can replace it with the other one. If you want to return the other one, if you want to dispose of it environmentally, you can or you keep it for historic purposes, with that, but that's it.

CHAIR FRYMARK There was a lot of like blood, sweat and tears for that.

COMMUNITY
DEVELOPMENT
DIRECTOR
SIMPSON Absolutely. You know yeah, so you keep it.

CHAIR FRYMARK A keepsake.

COMMUNITY
DEVELOPMENT
DIRECTOR
SIMPSON Yeah and same thing with the General Plan, we'll be bringing that when we have it all together and collated correctly, for that. And then I just want to just follow up on something, and thank the Commission for all their work that they did regarding the making a recommendation for the RV Set Back Ordinance, that was proposed. So, at the January 21st City Council Meeting after discussion and looking at that, they decided they're keeping what's in the code. So that's it, but I just wanted to follow up with you because it was an action that you had taken. And then Hazard Mitigation Plan, the survey is still open, it's closing probably at the end of March beginning of April right? And again we're encouraging people to complete the survey. So, anybody you talked to, you know, and whether the business community or the residents have them complete it. So, the next, the next public outreach is going to be at the Extravaganza on April 4th, with that. And then I want to talk about March already okay. So, the Planning Commission, most of you think you're going to the Planners workshop in Long Beach, out there. So, I know that is on the 11th, 12th and 13th all right. So, it's Planners Academy, excuse me for misspeaking.

CHAIR FRYMARK I know what you were referring to.

COMMUNITY
DEVELOPMENT
DIRECTOR
SIMPSON

So depending on what we have right now, we're not certain what we're going to have on that Agenda, but if we can, we can deliver it on Tuesday before you leave for that. So, because normally we would do it on a Thursday, but if you're not gonna be back until Friday, with that. But we'll let you know. We'll keep you in communication, with that. So, and with that, I'm available for questions.

CHAIR FRYMARK

Thank you Marilyn.

COMMUNITY
DEVELOPMENT
DIRECTOR
SIMPSON

Uh oh, the City Attorney just gave me the look. Thank you.

CHAIR FRYMARK

All right, any comments? No? Okay, so we're going to continue, thank you Marilyn for sharing that with us. I think we're all looking forward to the Planning Commissioner Academy, which is March 11th through the 13th. So, it'll be fun and a good opportunity for us to learn at that conference. So, thank you Jesus for putting it all together and helping us get logistics taken care of. Moving on to Legal Counsel, is there any comments or feedback?

**LEGAL COUNSEL
COMMENTS**

CITY ATTORNEY
GUERRA

Nothing for tonight. The look I gave her was more disbelief that it was that short so.

CHAIR FRYMARK

I, I'm like this is this is like history in the making right now. Okay, is there any Commissioner Comments before we adjourn this meeting.

**COMMISSIONER
COMMENTS**

COMMISSIONER
KELLY

Last night's Mayor's Reception was a very nice reception. We got good information and the food from El Matador was, is always good. So, it was nice being able to be out there with you know all the city officials and businesses and so I look forward to next year and also the State of the City in April.

CHAIR FRYMARK

Yeah, really, I heard it was a great event, and I heard Matador is always a good hit. So that's exciting. I wish I could have been there, unfortunately I was traveling back from Kansas City and there was a delay. So, I sat on the, at LAX probably about an hour and fifteen minutes just waiting because we couldn't get off, but it's all good. But thank you. Any other comments from fellow Commissioners? No. Okay. If there are no further comments, then I will go ahead and adjourn this meeting at 6:40 PM. This is record timing.

COMMISSIONER CHICO That was a record. What took so long?

CHAIR FRYMARK Thank you Staff.

ADJOURNMENT There being no further business to conduct, the meeting was adjourned at 6:40 p.m.

Attest:

Maricela Frymark, Planning Commission Chair

Jesus Hernandez, Management Analyst



**CITY OF IRWINDALE
PLANNING COMMISSION STAFF REPORT**
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION



Date: March 18, 2026 **Agenda Item No. 3-A**

To: Honorable Chair and Members of the Planning Commission

From: Marilyn Simpson, AICP, Community Development Director

Prepared by: Jesus Hernandez, Management Analyst

Issue: **Changing the Existing Start Time of the Regular Planning Commission Meetings**

Staff Recommendation: That the Planning Commission adopt Resolution No. 875(26) changing the existing start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m.

REQUEST

The City-initiated proposal will change the existing start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m.

BACKGROUND/HISTORY

Subsection 2.30.110.B.1(A) of the Irwindale Municipal Code stipulates that there shall be only one (1) regular meeting of the Planning Commission during each calendar month, which shall be held at the time fixed by resolution of the Planning Commission. Currently, the Planning Commission meets at six-thirty p.m. on the third Wednesday of every calendar month.

At the regular meeting of the Planning Commission, held on September 1, 2011, the regular meeting day of the Planning Commission was changed from the first Thursday of every calendar month to the third Wednesday of every calendar month. This change made the Planning Commission meetings consistent with the City Council and the Parks and Recreation Commission meetings.

At the regular meeting of the City Council, held on August 28, 2024, the City Council introduced the first reading of Ordinance No. 776, which amended Section 2.04.010 ("Council Meetings" of Chapter 2.04 ("City Council") of Title 2 ("Administration and Personnel") of the Irwindale Municipal Code relating to the start time of regular City Council meetings. On September 11, 2024, the City Council adopted Ordinance No. 776, during the second reading of the ordinance. Ordinance No. 776 changed the start time of the regular meetings of the City Council from six-thirty p.m. to six p.m.

The proposed change to the start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m. will be consistent with the start time of the Parks and Recreation Commission and the City Council meetings.

CONCLUSION/RECOMMENDATION

Staff recommends that the Planning Commission take the following action:

1. Adopt Resolution No. 875(26) changing the start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m.

Alternative Actions:

2. Request that Staff revise the resolution and continue the item to a date certain.

ATTACHMENTS:

Exhibit A: Resolution No. 875(26)

Exhibit A

RESOLUTION NO. 875(26)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IRWINDALE CHANGING THE START TIME OF THE REGULAR PLANNING COMMISSION MEETINGS FROM SIX-THIRTY P.M. TO SIX P.M.

A. RECITALS.

- (i) WHEREAS, subsection 2.30.110.B.1(A) of the Irwindale Municipal Code stipulates that there shall be only one (1) regular meeting of the Planning Commission meeting during each calendar month, which shall be held at the time fixed by resolution of the Planning Commission; and
- (ii) WHEREAS, at the regular meeting of the Planning Commission of the City of Irwindale, held on September 1, 2011, the regular meeting of the Planning Commission was changed from the first Thursday of every calendar month to the current date of the third Wednesday of every calendar month; and
- (iii) WHEREAS, the Planning Commission currently meets at six-thirty p.m. on the third Wednesday of every calendar month; and
- (iv) WHEREAS, the Planning Commission now desires to change the existing start time of the regular Planning Commission meeting from six-thirty p.m. to six p.m.; and
- (v) WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION.

NOW, THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Irwindale as follows:

- 1. The Planning Commission hereby specifically finds that all of the facts set forth in Recitals, Part A, of this Resolution are true and correct and are incorporated herein by reference.
- 2. The Planning Commission hereby changes the start time of the regular meeting of the Planning Commission from six-thirty p.m. to six p.m. on the third Wednesday of every calendar month.
- 3. This Resolution shall supersede all prior resolutions establishing the time for regular planning commission meetings.

4. This Resolution shall take effect immediately upon its adoption.
 - a. The Secretary shall: Certify to the adoption of this Resolution; and
 - b. Forthwith transmit a certified copy of this Resolution to the City Council.

ADOPTED AND APPROVED this 18th day of March 2026.

Maricela Frymark, Chair
City of Irwindale Planning Commission

ATTEST:

Marilyn Simpson, AICP, Secretary

CITY OF IRWINDALE
COUNTY OF LOS ANGELES } ss.
STATE OF CALIFORNIA

I, Marilyn Simpson, AICP, Community Development Director of the City of Irwindale, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Irwindale held on the 18th day of March 2026, by the following vote:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

Marilyn Simpson, AICP, Secretary