CITY OF WEST COVINA

PLANNING COMMISSION

TUESDAY, DECEMBER 9, 2025 - 7:00 PM
REGULAR MEETING

CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

Livier Becerra, Chair
Nickolas Lewis, Vice-Chair
Dario Castellanos, Commissioner
Jose Reyes, Commissioner
Sheena Heng, Commissioner

Please turn off all cell phones and other electronic devices prior to entering the Council Chambers.

AMERICANS WITH DISABILITIES ACT
The City complies with the Americans with Disabilities Act (ADA). If you need special assistance at Planning Commission meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Please call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Planning Commission meetings, please request no less than four working days prior to the meeting.

PUBLIC COMMENTS/ADDRESSING THE COMMISSION
Any person wishing to address the Planning Commission on any matter listed on the agenda or on any other matter within their jurisdiction is asked to complete a speaker card that is provided on the speaker podium and submit the card to a Planning Division staff member.

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda item.
Requests to speak on non-agenda items will be heard during "Oral Communications" before the Public Hearing section of the agenda. Generally, comments are limited to three minutes per speaker unless further time is granted by the Chairperson. ***The Chairperson may also, at his or her discretion, further limit the time of each speaker in order to accommodate a large number of speakers and/or to ensure that the business of the Planning Commission is effectively conducted.***

Any testimony or comments regarding a matter set for Public Hearing will be heard during the public hearing for that item.

MOMENT OF SILENT PRAYER/MEDITATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

1. Regular Meeting, November 25, 2025

ORAL COMMUNICATIONS

This is the time when any member of the public may speak to the Commission on any matter within the scope of duties assigned to the Commission relating to non-agendized or consent calendar items. Other matters included on this agenda may be addressed when that item is under consideration. For all oral communications, the chairperson may impose reasonable limitations on public comments to assure an orderly and timely meeting. The Ralph M. Brown Act limits the Planning Commission and staff's ability to respond to public comments at this meeting. Thus, your comments may be agendized for a future meeting or referred to staff. The Commission may ask questions for clarification, if desired, at this time.

By policy of the Commission, Oral Communications at this time on the agenda is limited to a total of 15 minutes.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the Planning Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

PUBLIC HEARINGS

1. **GENERAL PLAN AMENDMENT NO. 25-01**
   ZONE CHANGE NO. 25-01
   PRECISE PLAN NO. 25-01
   TENTATIVE TRACT MAP NO. 004618
   TREE PERMIT NO. 25-10
   MITIGATED NEGATIVE DECLARATION
   APPLICANT: Louisa Feletto, Meritage Land Company
   LOCATION: 1501 W. Del Norte Street
   REQUEST: The applicant is requesting to construct 34 single-family detached homes, 248 attached townhomes and stacked flats, for a total of 282 residential units. The project includes attached garages, internal drive aisles, common open space, guest parking spaces, and other associated incidental improvements on a 13.62-acre site. A tree removal permit is required to remove one significant tree on the site.

   The project also involves a request for a General Plan Amendment to change the general plan land-use designation from Civic: Schools to Neighborhood Medium and High Density, a Zone Change to change the zoning from Single Family Residential (R-1) to Specific Plan No. 33 (Del Norte Specific Plan).

NON-HEARING ITEMS

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

3.

INFORMATION ITEM

Discussion of Sign Blight in the Community
A Planning Commissioner has requested discussion of sign blight, including nonconforming, outdated, or visually cluttered signage that impacts the City's appearance.

Purpose:
To obtain direction from the Commission on potential next steps to address sign blight.

Discussion Points:
Areas of the City most affected

Staff Recommendation:

For discussion only; staff seeks Commission input and guidance.

TEN-DAY APPEAL PERIOD: Actions taken by the Planning Commission that are not recommendations to the City Council will become final after ten (10) calendar days unless a written appeal with the appropriate fee is lodged with the City Clerk's Office before close of business on the tenth day.

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

This is the time when any member of the Commission may bring a matter to the attention of the full Commission that is within the scope of duties assigned to the Commission. Any item that was considered during the Agenda is not appropriate for discussion in this section of the agenda. NO COMMISSION DISCUSSION OR ACTION CAN BE CONSIDERED AT THIS TIME. If the Commission desires to discuss an issue raised by a speaker or take an action, the Commission may vote to agendize the matter for a future meeting.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

CITY COUNCIL ACTION

This is an oral presentation of City Council matters and actions, which are in the Commission's area of interest.

ADJOURNMENT

AGENDA
ITEM NO. 1
DATE: 12/09/2025

PLANNING DIVISION STAFF REPORT

SUBJECT
GENERAL PLAN AMENDMENT NO. 25-01
ZONE CHANGE NO. 25-01
PRECISE PLAN NO. 25-01
TENTATIVE TRACT MAP NO. 004618
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The project also involves a request for a General Plan Amendment to change the general plan land-use designation from Civic: Schools to Neighborhood Medium and High Density, a Zone Change to change the zoning from Single Family Residential (R-1) to Specific Plan No. 33 (Del Norte Specific Plan).

DESCRIPTION OF APPLICATION
REQUEST: The applicant is requesting approval of a General Plan amendment, zone change, precise plan, and tentative tract map to construct 34 single-family detached homes, 248 attached townhomes and stacked flats, for a total of 282 residential units. The project includes attached garages, internal drive aisles, common open space, guest parking spaces, and other associated incidental improvements on a 13.62-acre site. A tree removal permit is required to remove one significant tree on the site.

The project also involves a request for a General Plan Amendment to change the general plan land-use designation from Civic: Schools to Neighborhood Medium and High Density. In addition, the project involves a Zone Change to change the zoning from Single Family Residential (R-1) to Specific Plan No. 33 (Del Norte Specific Plan).

BACKGROUND
The subject property is located on the northeast corner of Nora Avenue and Del Norte Street, with a small portion of the lot fronting on Sunset Avenue. The project site was previously developed and used as Del Norte Intermediate School, which closed in 1989. Following the closure, the subject property was used for the East San Gabriel Valley Regional Occupational Program (ROP) Technical Center. The Technical Center has been relocated, leaving the existing structures on the site vacant. The subject property is improved with school buildings, a surface parking lot, and sports fields. Vehicular access to the site is via Del Norte Street, which currently ends at a parking lot that also allows access from Sunset Avenue. The subject property is adjacent to Del Norte Park, located to the north of the site.

ITEM	DESCRIPTION
ZONING AND GENERAL PLAN DESIGNATION	"Single-Family Residential" (R-1 Area District 1) and Civic: Schools

SURROUNDING LAND USES AND ZONING	North: Del Norte Park; “O-S” Open Space South: Single-Family Residencies; “R-1” Single Family Residential East: Del Norte Park, Office Use, and Single-Family Residence; “O-S” Open Space, “OPMU” Office Professional Mixed Use West: Single-Family Residencies; “R-1” Single Family Residential
CURRENT DEVELOPMENT	Improved with School Buildings, but currently vacant.
LEGAL NOTICE	Notices of Public Hearing have been mailed to 154 owners and occupants of properties located within 500 feet of the subject site.

DISCUSSION

The applicant proposes to build a 282-unit residential project consisting of single-family houses on the frontage of Del Norte Street and Nora Avenue, three-story townhomes in the central and western part of the development, and four-story stacked flats on the eastern side of the property adjacent to the park and to the office use. Each dwelling unit on the site includes a two-car garage, some of which are tandem garages. There will also be 77 guest parking spaces on the site, and additional street parking available on Nora Avenue and Del Norte Street. A common area for use by the residents is located in the center of the project and includes a swimming pool and other amenities. Del Norte Street will be extended through the subject property to intersect with Sunset Avenue.

The project requires the granting of the following entitlements:

- General Plan Amendment (GPA) to change the land use designation from Civic: Schools to Neighborhood Medium Residential (up to 20 units per acre) and Neighborhood High Residential (up to 54 units per acre).
- Zone Change from “R-1” Single Family Residential to Del Norte Specific Plan (SP-33)
- Precise Plan to allow the development of the site.
- Tentative Tract Map to allow for the subdivision.
- Tree Removal Permit for the removal of 1 significant tree.

Community Outreach

The applicant held three community outreach events. Two of these events were held during summer in the multipurpose room at the Del Norte school facility, on Wednesday July 8, 2025, and Wednesday August 13, 2025. A third community outreach event was held on Thursday August 21st, 2025, at City Hall during a Town Hall meeting for Councilmember Brian Gutierrez. The applicant sent invitations for the community meetings to all properties within 500 feet of the project site. Based on the sign-in sheets (Attachment No. 6), attendance for the first two meetings were 8 and 26, respectively.

Topics raised at the Community Meetings included the following.

- Traffic and congestion
- Guest Parking (On-site and along N Nora Ave and W Del Norte St) and whether it is sufficient
- Gating/fencing
- Price estimates for the units and lack of affordability
- When homes would be available for purchase and an interest list sign up
- If items from the school will be donated before demo
- Removing two fields from Little League access
- Not enough amenities provided for the density

General Plan Amendment

The site currently has a General Plan Land Use Designation of Civic: Schools, which does not allow for residential development. Approval of a General Plan Amendment (GPA) is required to allow for the proposed development. The proposal requires the subject property to be split into two General Plan Land Use Designations due to the density required for the 4-Story Stacked Flats. The area of the subject property on the northeast portion of the property would be amended to Neighborhood High Residential (up to 54 units per acre) while the remainder of the subject property would be amended to Neighborhood Medium Residential (up to 20 units per acre) (Attachment No. 2).

The proposed designation of Neighborhood High allows a density of up to 54 units per acre, the applicant is proposing 28.06 units per acre. The designation "Accommodates a broader mix of building types, primarily attached, from 21 to 54 dwelling units per acre." The Neighborhood High General Plan Designation came into being with the adoption of the current General Plan in 2016. Prior to the 2016 General Plan, most of the City had a maximum density of 20 units per acre. The General Plan changed properties to the Neighborhood High designation in the Downtown area (around the Plaza West Covina). While there are other areas outside downtown with the Neighborhood High designation, these other areas were developed decades ago with a density higher than 20 units per acre. Since the adoption, the City has not approved densities over 20 units per acre outside of the Downtown area.

The proposed designation of Neighborhood—Medium (NM) allows up to 20 dwelling units per acre. The proposal is for 18.55 dwelling units per acre. This designation "anticipates a mixture of detached and attached dwellings and higher building types at approximately 9 to 20 dwelling units per acre…with small scale commercial at key locations, primarily at intersections and adjacent to corridors."

The proposed project is consistent with the following General Plan policies and actions:

- Policy 3.3 New growth will complete, enhance, and reinforce the form and character of unique West Covina neighborhoods, districts, and corridors.
- Policy 3.6 Reduce West Covina's production of greenhouse gas emissions and contribute to climate change and adapt to the effects of climate change.
- Goal 2, Housing Element Provide a variety of housing types to accommodate all economic segments of the City.

Zone Change

The subject property is currently zoned Single-Family Residential (R-1), Area District 1. The applicant is requesting a zone change to Specific Plan No. 33 (Del Norte Specific Plan) to allow for higher density and multi-family residential units. The proposed development standards of the Specific Plan would replace those of the Municipal Code. A Specific Plan is a planning document that implements the goals and policies of the General Plan. Specific Plans contain development standards and implementation measures that are created for a project located in a specified geographic area.

Properties to the west and south are zoned Single Family Residential (R-1). The property to the north is zoned Open Space (O-S), and the properties to the east are zoned Office Professional Mixed-Use (OPMU) and Residential-Agriculture (R-A). The proposed zone change to a Specific Plan will ensure that the project is developed in a manner compatible with the surrounding uses.

Precise Plan

The precise plan is for the review of the site plan and architecture. The proposed project is a 282-unit residential project consisting of detached and attached residences. The proposal includes 2-story single-family units, 3-story townhomes, and 4-story Stacked Flats. For each type of unit proposed, there are a variety of plans. Below is a breakdown of the available plans for each proposed unit type.

Single-Family Units (2-Story)

16 Units (Plan 3222) – 1,678 sf – 3 Bedroom, 2.5 Bathrooms
18 Units (Plan 3522) – 1,957 sf – 4 Bedroom, 3 Bathrooms

Townhomes (3-Story)

30 Units (Plan 5) – 1,226 sf – 2 Bedroom, 2.5 Bathrooms

54 Units (Plan 6) – 1,470 sf – 3 Bedroom, 3 Bathrooms
54 Units (Plan 7) – 1,755 sf – 4 Bedrooms, 3 Bathrooms

Stacked Flats (4-Story)
33 Units (Plan 1) – 1,126 sf – 2 Bedrooms, 2 Bathrooms
22 Units (Plan 2) – 1,464 sf – 3 Bedrooms, 2 Bathrooms
33 Units (Plan 3) – 1,959 sf – 3 Bedrooms, 2 Bathrooms
22 Units (Plan 4) – 2,485 sf – 4 Bedrooms, 3 Bathrooms

The subject property is 13.62 acres; however, a portion of the southeast section of the property will be dedicated as a public street (Del Norte Street) allowing Del Norte Street to extend to and intersect with Sunset Avenue. The dedication will reduce the developable portion of the property to 13.19 acres and will provide the site with frontage on Sunset Avenue, Del Norte Street and Nora Avenue.

Architecture
The proposal includes a variety of building types with two architectural styles: Spanish and Seaside. The Spanish architectural style is characterized by gable roofs with "s" roof tiles, stucco walls, shutters, clay vent end details, and window details. The Spanish architecture colors are earthtones with beige wall colors, terra cotta colored roof tiles and brown accents. The Seaside architectural style is characterized by gable roofs with composite shingle roofs, stucco walls, accent areas of horizontal siding, shutters, exposed rafter tails, corbels under windows, and window details. The Seaside architecture colors are light gray wall colors, dark colored roofs, and blue accents.

Single Family Units
The detached single-family units are 2-stories and a maximum of 24 feet, 6 inches in height. Enhanced side elevations are included on the house adjacent to Del Norte Park, the house adjacent to Sunset Avenue, and on the houses on either side of the two drive entries. A condition of approval has been included requiring the location of the enhanced elevations.
The single-family houses each have front, side, and rear yards for private open space. Generally, these units have a minimum 18-foot front yards, 5-foot side yards and 10-foot rear yards, but there is some variety. Lot sizes range from 2,646 square feet to 3,379 square feet.

Townhomes
The townhome units are 3-stories and a maximum of 37 feet, 10 inches in height. Enhanced elevations for the townhomes are included on the side elevations that face Del Norte Park and on about half of the side elevations that front onto the interior driveways.

The townhome units have a range of private open space between 88 and 214 square feet. Some units have ground floor patios; all units have second story balconies.

Stacked Flats
The stacked flat units are 4-stories and a maximum of 47 feet, 9 inches in height. Enhanced elevations for the stacked flats are included on the side elevations of all units that face Del Norte to the north and east.

The stacked flat units have a range of private open space between 59 and 211 square feet. These units include balconies on the second, third and fourth floors.

Site Plan
The design of the development includes single-family houses along Del Norte Street and Nora Avenue. Two drive lanes, one on Del Norte Street and one on Nora Avenue, allow vehicular access to the project site. A system of internal drive lanes provides access to the townhomes and stacked flats as well as their garages.
The detached units along Del Norte Street and Nora Avenue are set back 18 feet from the property line. Two-car-wide driveways are proposed along these frontages leading to two-car garages. A 12-foot parkway is proposed along the new Del Norte frontage, 10 feet along the existing Del Norte frontage and 10 feet along the

Nora frontage. The parkway will be improved with sidewalks and curbs. The single-family homes have front entrances facing the corresponding street. These houses would have minimum 5-foot side yard and 10-foot rear yard. The single-family properties would be subdivided to allow for the sale of the unit with the property (fee simple). The attached units would be condominiums, with the property owned in common (air space).
Air conditioning condensers for all dwellings are at the ground level located within the rear yard area for the detached units and in the front or side of the attached units. The condensers will be screened with low walls or landscaping.
Vehicular access to the subject property will be provided by two driveways, one on Del Norte Street and one on Nora Avenue. The entry driveways (26 feet in width) will route vehicles to private lanes (26 feet in width) throughout the site to the dwelling units, guest parking spaces, and the private recreation area.
The development is adjacent to Del Norte Park on its northern perimeter and on a portion of the eastern perimeter. Along both property lines, the buildings would be set back 10 feet minimum.

Parking
Each attached and detached unit has a two-car garage. A total of 564 parking spaces are provided in the garages. Of the 282 garages provided, 118 are two-car garages and 164 are tandem garages. All tandem garages are provided for the townhomes and stacked flats. In addition to the parking within the garages, the proposal includes 77 guest parking spaces. These guest parking spaces are spread out through the development in 90-degree parking spaces. A total of 641 parking spaces are provided for the units, which is 2.27 spaces per unit. In addition, the detached houses have driveways that will allow 2 cars (an additional 68 spaces). Street parking is allowed on the surrounding streets. In the newly developed portion of Del Norte Street, 11 parking spaces will be added on the south side of the street.

Walls/Fences, Lighting, and Landscaping
The proposal includes a variety of walls and fences in the project. The northern and eastern perimeter adjacent to Del Norte Park would have a 6-foot-tall fence, with 3-foot being a block wall and the upper 3 feet being tubular steel. The area behind the existing medical use and single-family house on the eastern side would retain the existing 6-foot wall. A new 6-foot block wall would be constructed between the new houses and existing house along the extended Del Norte Street. The front yards of the single-family houses along Del Norte Street and Nora Avenue would be open. The side and rear yards of the houses would include 6-foot vinyl fences.

Light poles will be located along Del Norte Street and Nora Avenue and along the interior driveway network. Low bollards and tree uplighting will provide illumination throughout the rest of the site.

The proposal is to remove all trees from the site and from the surrounding parkways. The Arborist Report submitted for the project, indicates that there is one Coast Live Oak tree. The Coast Live Oak is a significant tree per the West Covina Municipal Code and therefore a Tree Removal Permit is required. The applicant is proposing to install landscaping on all non-paved/non-built surfaces of the site, primarily around the buildings. Street trees, approved by the City, will be planted along the Del Norte Street and Nora Avenue parkways. Additional trees of various species will be planted along the internal drive network and common open space areas. A variety of shrub and ground cover types will also be planted. The preliminary landscape plan provided indicates that the project will include 293 trees. Approval of a final landscape and irrigation plan is required by the conditions of approval.

Tree Removal Permit
There are a total of 16 on-site trees and 8 street trees along Nora Avenue and Sunset Avenue. Development of the site will require removal of all 26 trees. Of these, 1 tree is significant per City Ordinance (Section 26-294 Division 9 – Preservation, Protection and Removal of Trees – Protection of trees during development activity). Significant trees are defined as certain species or located within the front setback. The significant tree on site is a Coast Live Oak tree, which is located between buildings on the Del Norte frontage. The removal of the tree requires the approval of a tree removal permit by the Planning Commission. The applicant will be required to replace the significant trees on the site and the street trees at a 1:1 ratio, with the required replacement tree being a 36-inch box tree.

Community Open Space

The proposal includes 115,492 square feet of open space in the development. Open space is provided in a central open space, secondary open spaces, paseos, private yards and patios and decks. A central open space is proposed in an area between the 3-story townhomes and the 4-story stacked flats. This open space is 18,000 square feet and would include amenities such as a swimming pool, spa, barbeque area, shade structure, and a turf area. Secondary open space areas are provided in smaller areas mainly along drive lane frontages and on the perimeter of the development. Paseos are in areas between buildings that provide front door access to units. The plans indicate that a total of 115,492 square feet of open space is provided.

Community Benefit Contribution

As a part of the Precise Plan, the applicant would be required to establish a homeownership assistance program for no less than twenty-eight homes. The homeownership assistance program will be made available to first-time homebuyers with priority given to existing West Covina residents, and/or low- or moderate-income individuals/families. A minimum of $420,000 will be required to be dedicated to the program.

Public Art

As a part of the Precise Plan, public art would be required. The applicant has the option of commissioning their own public art piece or paying the in-lieu contribution equal to one-half percent of the total project costs.

Development Impact Fees/Park Fees

The City adopted Development Impact Fees in December 2015. In this case, the fees are currently $2,059 (per unit) for single-family detached and $1,468 for attached/multi-family. The total development impact fees required would be $434,070.00. In addition, the applicant is required to pay a park dedication in-lieu fee of $3,213,460.50. The applicant has submitted an SB 330 application to "freeze" applicable fees at the amount they were at the date the application was submitted.

Tentative Tract Map

The applicant has applied for a Tentative Tract Map to subdivide the land. The 34 single-family houses would be for sale lots (fee simple). The remainder of the site will be an air rights subdivision with the townhomes and stacked flats available for sale as condominiums. The project will utilize a Homeowner's Association (HOA) that will be responsible for maintaining the project, except for the interior of the units. Covenants, Conditions, and Restrictions (CC&Rs) will be created to regulate the HOA. The HOA will maintain all streets, curbs, and gutters, utilities, perimeter walls, building exteriors, common open space areas, sidewalks, site walls, signage, and exterior lighting. For the single-family houses, the HOA will maintain their front yards and parkways in front of the houses. The owners of the property will maintain the rear yards.

REQUIRED FINDINGS

Findings are required to allow the Planning Commission to approve the precise plan and tentative tract map. The findings for entitlements are included in each of the resolutions (Attachment Nos. 4 and 5, respectively) and are also presented below. Factual support for several of the findings below is contingent upon the passage of the General Plan amendment and Zone Change in order to find consistency between the project and legislative standards.

Findings necessary for the approval of a **Precise Plan** are as follows:

a. The proposed development plans and the uses proposed are consistent with the General Plan and any applicable specific plan.

The project is a request for a Precise Plan to allow for the construction of a 282-unit residential development with a Specific Plan. There will be 564 garage parking spaces and 77 guest parking spaces onsite as well as 2 parking spaces in each of the driveways of the 34 single-family houses and parallel parking spaces along Del Norte Street and Nora Avenue frontages. The applicant is also requesting approval of a General Plan Amendment from Civic: Schools to Neighborhood High Residential (up to 54 units per acre) and Neighborhood Medium Residential (up to 20 units per acre). The project also requests the approval of a Tentative Tract Map to create individual lots for sale. The proposed project is consistent with the following

General Plan policies and actions:

Policy 3.3 New growth will complete, enhance, and reinforce the form and character of unique West Covina neighborhoods, districts and corridors.

The project is surrounded by single family residences, Del Norte Park, and a small office. The applicant is proposing to develop two-story single-family houses along the frontages of Del Norte Street and Nora Avenue. The higher density 3-Story Townhomes would be constructed "behind" the single-family houses. The high density 4-Story Stacked Flats would be located east and north of the Townhomes. The design of the proposal allows for a transition between the existing single-family homes and the high density 4-Story Flats. The project has been designed to be compatible and sensitive to the surrounding single-family residential neighborhood.

The project site is close to Sunset Avenue which is designated as a "Commercial Mixed-Use Thoroughfare" in the General Plan. It is appropriate to locate higher density development near streets such as this to reduce impacts to lower intensity neighborhoods. The project will be urban infill on a site suitable for residential development.

Policy 3.6 Reduce West Covina's production of greenhouse gas emissions and contribution to climate change, and adapt to the effects of climate change.

By promoting infill development, the project creates needed housing without sprawl. This helps reduce impacts to climate change. The site is served by transit, giving residents the option to reduce the use of automobiles.

The proposed project is consistent with the following Housing Element Goals:

Goal 2 Provide a variety of housing types to accommodate all economic segments of the City.

The project will provide detached and attached, for-sale housing. The detached units will be 3 or 4 bedroom units. The attached housing will range from 2 bedroom to 4 bedroom units. The variety of layouts and size will provide a range of price to the buyers and assist the City in meeting housing production requirements of the Housing Element.

The project creates infill residential development and utilizes a variety of architectural styles. It will provide for-sale housing at a density that should support a more affordable product. It will be compatible with the single-family neighborhood that surrounds the subject property.

b. The proposed development is consistent with adopted development standards for the zone and complies with all other applicable provisions of the Municipal Code.

The project will conform to the proposed General Plan designation of Neighborhood Medium and Neighborhood High Residential, as well as the standards of the Del Norte Specific Plan, and all other applicable development standards in the Zoning Code.

c. Granting the permit would not be detrimental to the public interest, health, safety, and welfare and would not unreasonably interfere with the use or enjoyment of property in the vicinity of the subject property.

The proposed project is on a rectangular shaped lot that is improved with public school buildings that were previously used for classrooms. The site will be developed according to development standards provided in the Del Norte Specific Plan. The project is designed to be compatible with adjacent residential development.

The project will include required parking. The site will be landscaped. Mitigation measures and conditions of approval will ensure that the site is developed such that it will not be detrimental to the public interest, health, safety, and welfare and would not unreasonably interfere with the use or enjoyment of property in the vicinity of the subject property.

d. The site is physically suitable for the type, density and intensity of the development being proposed, including vehicle access and circulation, utilities, and the absence of physical constraints.

The proposed project site is 13.62 acres, flat and is physically suitable for the proposed project and adequate to accommodate the size and shape of the buildings, parking and all required development standards set forth in the West Covina Municipal Code and the Del Norte Specific Plan. The site is served by all necessary utilities.

Appropriate mitigation measures and conditions of approval will ensure that the site is improved in a manner consistent with City standards.

e. The architecture, site layout, location, shape, bulk and physical characteristics of the proposed development are compatible with the existing and future land uses, and do not interfere with orderly development in the vicinity.
The buildings utilize Traditional (Seaside) and Spanish architectural styles with a variety of finishes, materials, and colors. The two-story buildings are designed to be compatible with and complement the existing neighboring single-family residential homes. New open block walls/fencing will be constructed along the Del Norte Park perimeter. The proposed residences will have front doors facing the street, enhancing the sense of connectedness to the existing residential community. The design characteristics create an attractive project with architectural interest and substantial landscaping.

Findings necessary for the approval of a **Tentative Tract Map** are as follows:

a. The proposed map is consistent with the general plan and any applicable adopted specific plans.
An amendment to the City's General Plan land-use map to change the designation of the site from Civic: Schools to Neighborhood High Residential (up to 54 units per acre) and Neighborhood Medium Residential (up to 20 units per acre). As noted in Finding A for the Precise Plan, the project is consistent with a number of Goals, Policies and Actions of both the General Plan and the proposed Del Norte Specific Plan.

b. The design or improvement of the proposed subdivision is consistent with the general plan and applicable adopted specific plans.
The tentative tract map conforms to the proposed General Plan designation of Neighborhood Medium and Neighborhood High Residential, as well as the standards of the Del Norte Specific Plan, and all other applicable development standards in the Zoning Code.

c. The site is physically suitable for the type of development.
The proposed project site is 13.62 acres, flat and is physically suitable for the proposed project and adequate to accommodate the size and shape of the buildings, parking and all required development standards set forth in the West Covina Municipal Code and the Del Norte Specific Plan. The site is served by all necessary utilities. Appropriate mitigation measures and conditions of approval will ensure that the site is improved in a manner consistent with City standards.

d. The site is physically suitable for the proposed density of development.
The subject property is a former school site that is surrounded by single-family houses, Del Norte Park, and a medical office. The proposed development includes single-family houses on the Del Norte and Nora street frontages, across the street from existing single-family neighborhoods. The proposed development will be accessible from driveways along Del Norte Street and Nora Avenue. The site is 13.62 acres and, as conditioned, is physically suitable for the proposed project and adequate to accommodate the size and shape of the buildings, parking and all required standards of the proposed Specific Plan subject to the approval of the Zone Change and General Plan amendment. The proposed General Plan designations include Neighborhood High Residential which allows up to 54 units per acre and Neighborhood Medium Residential which allows up to 20 units per acre. The proposed project density of the developable 13.19 acres is 21.4 units per acre. Additionally, there is a condition that requires that CC&Rs be recorded as a part of this project to ensure orderly operation. The site will be developed in accordance with the grading and construction requirements of the West Covina Municipal Code and the City Engineer.

e. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish, wildlife or their habitat.
The site consists of a 13.62-acre improved with school facilities that are currently vacant. No known endangered, threatened, rare species or habitats, or designated natural communities, wetlands habitat, or wildlife dispersal, or migration corridors are present on site. A mitigated negative declaration was prepared for the project, which included required mitigation measures for Biological Resources, Cultural Resources,

Geology and Soils, Hazards and Hazardous Materials, Noise, and Tribal Cultural Resources, to ensure that the project will not cause substantial environmental damage or injure fish, wildlife, or their habitat.

f. Neither the design of the subdivision nor the type of improvements are likely to cause serious public health problems.

The proposed map and improvements will include access to a public sanitary sewer system for the removal and disposal of wastewater and to other necessary utility services. The site will be developed in accordance with the standards of the Engineering Division, the Municipal Code, the Uniform Building Code, and other applicable requirements.

g. The design of the subdivision or the type of improvements will either (i) not conflict with recorded or adjudged easements, acquired by the public at large, for access through or use of, property within the proposed subdivision; or (ii) alternate easements, for access or for use, will be provided, and these will be substantially equivalent to ones previously acquired by the public.

There is one easement located on the property in favor of Southern California Edison. The easement for power lines that run along the south side of the property where Del Norte Street will be extended. These power lines serve the houses to the south of the subject property. The easement will be retained as the power poles will not be modified as part of this project. The project will not conflict with the existing easement.

GENERAL PLAN CONSISTENCY

The proposed development plans and the uses proposed are consistent with the General Plan. The project requests approval of a Precise Plan to allow for the construction of a 282-unit residential development within a Specific Plan area. The development includes 564 garage parking spaces, 77 guest parking spaces onsite, two driveway parking spaces for each of the 34 single-family homes, and parallel parking along the Del Norte Street and Nora Avenue frontages.

Additionally, the applicant is requesting a General Plan Amendment to re-designate the project site from Civic: Schools to Neighborhood High Residential (up to 54 units per acre) and Neighborhood Medium Residential (up to 20 units per acre). The project also proposes a Tentative Tract Map to create individual lots for sale and a Tree Removal Permit to remove one Coast Live Oak.

This project supports and implements the key objectives, goals, and policies of the West Covina General Plan.

ENVIRONMENTAL DETERMINATION
CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT)

The City reviewed the environmental impacts of the project pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq. “CEQA”) and the regulations (14 Cal. Code of Regs. §§ 15000, et seq., the “CEQA Guidelines”). An Initial Study (“IS”) was prepared in accordance with the CEQA Guidelines § 15063 which shows that, if mitigated, the Project would not cause any significant environmental impacts. Accordingly, pursuant to CEQA § 21091, the City prepared a Mitigated Negative Declaration (“MND”) of environmental impacts. Based on the IS findings, and with proposed mitigation measures for Biological Resources, Cultural Resources, Geology and Soils, Hazards and Hazardous Materials, Noise, and Tribal Cultural Resources, the project would not result in significant environmental impacts.

To determine the potential impacts of the project, the following studies were completed and included as Appendices.

- Arborist Report
- Air Quality Analysis
- Preliminary Geotechnical Due Diligence Study
- Greenhouse Gas Analysis
- Cultural Resources Technical Report
- Noise Impact Analysis
- Vehicle Miles Traveled (VMT) Screening Evaluation

- Traffic Study Scoping Agreement
- Traffic Engineering and Construction Evaluation
- Sewer Area Study

The IS and MND, and a notice of intent to adopt the IS and MND was prepared, circulated, and made available for public review between Tuesday, October 28, 2025, and Monday, December 1, 2025. During this period, the City received two comment letters from area agencies. A Response to Comments was prepared and is attached as Attachment No. 7. Therefore, no further environmental review is required. The MND, Response to Comments, and other CEQA documents can be found on the City website at https://www.westcovina.gov/245/Projects-Environmental-Documents.
A Mitigation Monitoring Program is an exhibit of Attachment No. 1 and provides information on the mitigation measures and monitoring by responsible agencies.

CONCLUSION

The Mitigated Negative Declaration of Environmental Impact (MND) prepared for the project disclosed that the project will not have a significant impact on the environment. Mitigation measures have been incorporated into the project's design as conditions of approval to reduce impacts on the environment to a less than significant level.
The proposed development would provide 282 new housing units in a variety of housing types, including single-family houses, attached townhomes, and attached stacked flats. Unit sizes would range from 1,126 square feet to 2,485 square feet. While the applicant did not provide any affordable units, they have agreed to contribute funding to the Homebuyer Assistance Program.
The project has been designed with a variety of densities, with two-story single-family homes proposed along the street frontages of Del Norte Street and Nora Avenue. Behind the single-family homes to the east and north, three-story townhomes are proposed. Behind the townhomes, and adjacent to Del Norte Park, four-story stacked flats are proposed. The Project's varied density has been designed to minimize potential impacts to existing single-family housing in the area.

The General Plan was adopted in 2016 and established the concept of creating higher density urban development in the Downtown area. The General Plan continued the existing concept of limiting the remaining parts of the City to 20 units per acre. The applicant is proposing two densities in this development. The single-family houses and the 3-story townhomes would be developed at a density of 18.55 units per acre. The 4-story stacked flats would be developed at a density of 28.06 units per acre, which is over the 20 units per acre that other developments have followed historically. The General Plan provides a framework, but neither the General Plan nor the Zoning Code restrict developments higher than the 20 units per acre. Staff is supportive of a residential project at the subject property; however, staff recommends that the proposed development be revised to eliminate the 4-story Stacked Flats and limit the building height to no more than 37 feet and 10 inches (the height of the 3-story Townhomes.

POTENTIAL REVISIONS TO THE PLANS FROM APPLICANT

Since the public noticing was completed, the applicant has been in contact with staff to revise the proposed plans. The applicant has stated their intention to revise the plan to reduce the density of the project to under 20 units per acre and to eliminate the 4-story unit type (Stacked Flats). They plan to provide an updated set of plans by the public hearing.

STAFF RECOMMENDATIONS
Staff is recommending approval of the project. Alternatively, if the applicant is amenable to reduce the density and height of the project as they have stated, the Planning Commission may continue the public hearing to January 27, 2026, to allow adequate time for the preparation and review of plans and documents reflecting lower-density revision.

Submitted by: Jeff Anderson, Contract Planner

LARGE ATTACHMENTS

- Plans are available for review by the public upon request of the West Covina Planning Division and at the City's Website at https://www.westcovina.gov/245/Projects-Environmental-Documents
- Technical studies are available for review on the City's Website at https://www.westcovina.gov/245/Projects-Environmental-Documents

Submitted by: Jeff Anderson, Contract Planner

Attachments

Attachment No. 1 - Mitigated Negative Declaration
Attachment No. 2 - GPA Resolution
Attachment No. 3- Zone Change Resolution
Attachment No. 4 - Precise Plan Resolution
Attachment No. 5 - Tentative Tract Map Resolution
Attachment No. 6 - Community Outreach
Attachment No. 7 - MND Response to Comments

City of West Covina

Memorandum

AGENDA

ITEM NO. 2

TO: Planning Commission **DATE: 12/09/2025**

FROM: Planning Division

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

BACKGROUND:

Government Code Section 65401 requires that the Planning Commission annually review the list of proposed projects in the City's CIP and verify their conformance with the General Plan. Subsequent to the Planning Commission's adoption of the resolution for the CIP's General Plan Conformance, the City Council will then adopt the proposed CIP budget. The City Council's adoption of the proposed CIP budget was approved in July of 2025, as part of the City's FY 25-26 budget adoption process. Although the City adopts a yearly CIP program in conjunction with the City's yearly CIP budget, the State law requires the annual General Plan conformance finding.

DISCUSSION:

The goals of the CIP are to enhance the quality of life in the community, to maintain the City's infrastructure, and to improve traffic systems within the City. For FY 2025–26, there are (35) new projects proposed as part of the FY 2025-26 CIP, in addition to the (20) existing/carryover CIP projects that were determined to be in conformance with the General Plan in previous years. The new projects proposed in the FY 2025-26 CIP are as follows:

Capital Improvement Program

FY 2025-2026 Funded Projects

Category/Project	FYE 2026	Total Project
Facilities	2,050,000	3,230,000
25XXX, Demo of Former Chamber Building		225,000
23034, Facilities Repairs & Improvements	-	805,000
25019, City Hall Elevators	250,000	1,000,000
26002, City Council Chamber and ADA Improvements	150,000	0
26003, Senior Center Audio/Visual Improvements	50,000	0
26004, Sportsplex Restroom Installation	150,000	0
26005, City Hall Campus Improvements Design	250,000	0
26006, City Hall Parking Garage Improvements Design	500,000	500,000
26007, City Hall Improvement-Paint	200,000	200,000
26016, Fire Station 3 Roof Replacement	500,000	500,000
General	150,000	150,000
26008, Paseo Improvements	150,000	150,000
Parks	100,000	2,190,000
23007, Drinking Fountains & Picnic Areas	100,000	400,000
25XXX, Gingrich Park Tot Lot	-	340,000
23019, Security Cameras & Lights	-	900,000
25XXX, Parks Master Plan		500,000
25XXX, Lark Ellen House - Site Improvements		50,000
Sewer	-	2,500,244
21009, CIPP Lining Program	-	457,800
21013, Sewer System Controls & Power	-	432,544
25XXX, Lift Station at Quail Valley/Cameron		200,000
25XXX, Sewer Master Plan Update		500,000
25XXX, Closed Circuit TV inspection		100,000
25XXX, Sewer Main Replacement Area 116-1		666,000
25XXX, Sewer Main Replacement Area 161-1		143,900
Streets	8,589,800	23,321,100
21016, Median Landscaping	-	1,850,000
22006, Catch Basin Cleaning	-	320,000
22004, Pedestrian & Vehicle Safety Imp.		2,848,300
21014, Sidewalk, Curb & Gutter Repairs	-	540,000
21015, Sidewalk & Concrete Repairs	-	210,000
25001, Residential Street Rehab (24-25)	-	5,363,000
26001, Residential Street Rehab (25-26)	5,214,800	5,214,800
25XXX, Streetlight Replacement (annual)		100,000
25XXX, Street Sweeping Signs & Equip.		1,200,000
25XXX, Trash Capture Device Install		2,000,000
25003, Street Underpass Pumps	300,000	600,000
26011, Median Landscaping	350,000	350,000
26010, Sidewalk & Concrete Repairs	400,000	400,000
26012, Street Sweeping Materials	75,000	75,000

Capital Improvement Program

Category: Facilities

Funded Projects

Project	Prior Years	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	Project Total
21034, Fire Bldg. Improvements	1,542,860	-	-	-	-		1,542,860
23001, Police Building Repairs	1,060,700	-	-	-	-		1,060,700
23002, Fire Station 1 Replacement	3,231	-	-	-	-		3,231
23003, City Yard Renovations	750,000	-	-	-	-		750,000
23011, Sportsplex Improvements	600,000	-	-	-	-		600,000
23015, City Yard Roof	250,000	-	-	-	-		250,000
23025, City Hall Parking Lot Resurfacing	125,000	-	-	-	-		125,000
23034, Facilities Repairs & Improvements	805,000	-	-	-	-		805,000
24002, Emergency Generator at City Hall	150,000	-	-	-	-		150,000
24003, City Hall - Seismic Retrofit	250,000	-	-	-	-		250,000
25019, City Hall Elevators	250,000	250,000			-		500,000
25XXX, Demo of Former Chamber Building	75,000				-		75,000
26002, City Council Chamber and ADA Improvem	-	150,000	150,000				300,000
26003, Senior Center Audio/Visual Improvements	-	50,000					50,000
26004, Sportsplex Restroom Installation	-	150,000	150,000				300,000
26005, City Hall Campus Improvements Design	-	250,000					250,000
26006, City Hall Parking Garage Improvements De	-	500,000					500,000
26007, City Hall Improvement-Paint	-	200,000					200,000
26016, Fire Station 3 Roof Replacement	-	500,000					500,000
Grand Total	5,861,791	2,050,000	300,000	-	-		8,211,791

Unfunded Projects

Project Name	Project Estimate
City Hall - Interior remodel	1,000,000
City Hall Storm Water Lift Station Pumps	85,000
City Yard Back-up Generator	100,000
Dispatch Center Renovation	500,000
Door Access - Phase II	250,000
Fire Station 3 - Renovation	2,200,000
Fire Station 5 - Renovation	600,000
City Council Chamber Renovation	400,000
Electric Vehicle Charging Upgrades	99,999
Grand Total	5,234,999

Total Facilities Projects	13,446,790

The City reviews and updates the CIP on an annual basis. Capital improvements generally include major public facility improvements such as:

- Building construction/additions
- Road construction/widening and non-vehicular mobility
- Storm drain construction/replacement
- Landscape and irrigation improvements
- Park improvements
- Right-of-way improvements

The CIP represents the City's funding priorities for completing capital improvements necessary to implement the General Plan. The Planning Commission's role is to make a finding that the CIP for FY 2025-26 is consistent with the City's General Plan, not to consider the merits of each CIP project. Staff has reviewed the CIP list and found that each of the listed projects pertains to, and thus furthers, one or more of the following General Plan goals:

- A4.2b: Needs of non-motorized travelers.
- A4.9: Pedestrian access to transit and senior community transit needs.
- A8.9b: Park facility repair, upgrades, and replacements through the budget process.
- A8.9c: Capital improvements to mitigate the impact of new development on parks and open spaces.
- The General Plan generally authorizes the CIP as the mechanism to "to improve facilities and infrastructure within the city." (General Plan, p. 132.) Staff has found none of the listed CIP projects to be in conflict with any of the programs, goals or standards set forth in the General Plan.

RECOMMENDATION:

Staff recommends that the Planning Commission, acknowledging that the City Council has already adopted the CIP, ratify the General Plan consistency finding for the projects described therein.

ENVIRONMENTAL

The CIP is a budgetary planning document and does not commit the City to any particular improvement project. The CIP does not have a legally binding effect on later activities. Thus, adoption of the City's CIP would be exempt from further environmental review pursuant to Section 15262 of the State CEQA Guidelines. Therefore, it would be appropriate for the Planning Commission to recommend that the City Council direct staff to prepare, execute, file and post a Notice of Exemption with the Los Angeles County Clerk within five working days of the approval of the CIP. Each individual project listed in the CIP will be subject to independent environmental review at the time of project design and funding.

Submitted by: Roberto Ortega Jr

Attachments

Attachment No.1 - Proposed Budget 2025-26

Attachment No.2 - CIP Project List for Planning Commission

City of West Covina

AGENDA

ITEM NO. 3
DATE: 12/09/2025

TO: Planning Commission
FROM: Planning Division
SUBJECT:

INFORMATION ITEM

Discussion of Sign Blight in the Community
A Planning Commissioner has requested discussion of sign blight, including nonconforming, outdated, or visually cluttered signage that impacts the City's appearance.

Purpose:
To obtain direction from the Commission on potential next steps to address sign blight.

Discussion Points:
Areas of the City most affected

Staff Recommendation:

For discussion only; staff seeks Commission input and guidance.