



AGENDA
REGULAR MEETING OF THE MAYWOOD PLANNING COMMISSION
TUESDAY, AUGUST 18, 2026 AT 7:00 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.org

I. CALL TO ORDER / ROLL CALL

COMMISSIONERS

Angelinda Martinez, Chairperson
Diego Jimenez, Vice Chair
Maritza Cruz
Jean D. Olmedo
Raul Rodriguez

STAFF

Daisy Guerrero, Director of Building and Planning
Lindsay Thorson, Assistant City Attorney
Mario Arellano, Associate Planner

II. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://www.zoomgov.com/j/1653820986>.

Public Participation Options:

1. **In-Person:** Council Chambers located at 4319 E. Slauson Avenue, Maywood, CA
2. **Before the Meeting:** Public comment will be accepted for the record in advance by 5:30 p.m. the day of the meeting by email to miguel.leon@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (323) 562-5714 within 72 hours of the meeting.

III. APPROVAL OF AGENDA

IV. PUBLIC COMMENT (Agenda Items Only) Time Allotted: 3 minutes

At this time, members of the public may address the Commission on matters listed on the Planning Commission agenda. Please note that the Commission is not permitted to discuss or take action during this time, except as otherwise authorized by law. To provide public comment during this portion of the meeting, please refer to the instructions in Section **III. MEETING PROCEDURES** on page 1 of this agenda.

V. PUBLIC HEARING

1. PUBLIC HEARING – CITY-INITIATED ZONING ORDINANCE TEXT AMENDMENT NO. 26-01 – PROPOSED AMENDMENT TO SECTION 4100.50.B.2.b AND ADDITION OF SECTION 4100.50.B.5 OF THE MAYWOOD ZONING ORDINANCE REGARDING OFF-STREET PARKING FLEXIBILITY FOR EXISTING LEGALLY NONCONFORMING COMMERCIAL AND INDUSTRIAL DEVELOPMENT

VI. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR do not require significant reporting and/or discussion for decision, or are considered to be routine, and will be approved by one motion as recommended. There will be no separate discussion of these items unless a Commissioner or staff request separate discussion prior to approval.

2. JUNE 19, 2025, REGULAR MEETING MINUTES OF THE PLANNING COMMISSION
3. MARCH 17, 2026, REGULAR MEETING MINUTES OF THE PLANNING COMMISSION
4. JUNE 16, 2026, REGULAR MEETING MINUTES OF THE PLANNING COMMISSION

VII. DIRECTOR'S REPORT

VIII. COMMISSION COMMENTS

IX. PUBLIC COMMENTS (Non-Agenda Items) - Time Allotted: 3 Minutes

- X. ADJOURNMENT** - The next Regular Meeting of the Maywood Planning Commission is scheduled for September 15, 2026, in the City Council Chambers.

PUBLIC ACCESS TO MEETING AGENDA AND AGENDA PACKETS

I, _____, City Clerk or Deputy City Clerk hereby certify that this agenda was duly posted by law at 4319 E. Slauson Avenue, Maywood, CA 90270 and the City Website. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the Maywood City Hall, 4319 E. Slauson Avenue, Maywood CA 90270. If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to rising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at

the meeting. In compliance with the ADA, if you need special assistance for the meeting, call (323) 562-5723 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.



AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 1.

DATE: August 18, 2026

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: DAISY GUERRERO, DIRECTOR OF BUILDING AND PLANNING

BY: DAISY GUERRERO, DIRECTOR OF BUILDING AND PLANNING

SUBJECT: PUBLIC HEARING – CITY-INITIATED ZONING ORDINANCE TEXT AMENDMENT NO. 26-01 – PROPOSED AMENDMENT TO SECTION 4100.50.B.2.b AND ADDITION OF SECTION 4100.50.B.5 OF THE MAYWOOD ZONING ORDINANCE REGARDING OFF-STREET PARKING FLEXIBILITY FOR EXISTING LEGALLY NONCONFORMING COMMERCIAL AND INDUSTRIAL DEVELOPMENT

RECOMMENDATION:

Staff recommends that the Planning Commission receive the staff presentation, conduct a public hearing, discuss the proposed City-initiated Zoning Ordinance Text Amendment, and adopt Resolution No. PC 26-0481 recommending that the City Council approve Ordinance No. 26-04, amending Section 4100.50.B.2.b and adding Section 4100.50.B.5, “Off-Street Parking Flexibility for Existing Legally Nonconforming Commercial and Industrial Development,” of the Maywood Zoning Ordinance.

BACKGROUND:

On April 22, 2026, the City Council provided policy direction to staff to prepare a City-initiated amendment to the Maywood Zoning Ordinance that would provide greater flexibility for existing legally nonconforming commercial and industrial development.

Under existing Section 4100.50.B.2.b of the Maywood Zoning Ordinance, no more than twenty percent (20%) of the total number of parking spaces required for a non-residential use may be located at an off-site location or subservient lot. The existing ordinance also requires specified agreements and restrictions for off-site parking.

As the City continues to receive business license, tenant improvement, and change-of-use applications, staff has identified existing commercial and industrial buildings that cannot reasonably satisfy current on-site parking requirements due to lot size, building coverage, historic development patterns, and other physical site constraints. These conditions may limit the reuse and occupancy of otherwise viable commercial and industrial buildings.

The proposed Zoning Ordinance Text Amendment would retain the existing twenty percent (20%) off-site parking limitation as the general rule while establishing a specific administrative exception for qualifying existing legally nonconforming commercial and industrial development under new Section 4100.50.B.5. The amendment would not automatically reduce or waive the underlying number of parking spaces required by the Zoning Ordinance.

Staff published the public hearing notice on July 23, 2026.

DISCUSSION:

The proposed City-initiated Zoning Ordinance Text Amendment would amend Section 4100.50.B.2.b and add new Section 4100.50.B.5, entitled “Off-Street Parking Flexibility for Existing Legally Nonconforming Commercial and Industrial Development.”

The proposed amendment is intended to provide administrative flexibility for qualifying existing legally nonconforming commercial and industrial development that cannot reasonably comply with current on-site parking standards because of existing physical site constraints, while ensuring that each request is evaluated on a case-by-case basis by the Director of Building and Planning.

To qualify, the property must be within a Commercial or Manufacturing Zone, constitute existing legally nonconforming commercial or industrial development, be unable to reasonably satisfy current on-site parking requirements, and meet at least one of the specified eligibility criteria. The applicant bears the responsibility of submitting documentation sufficient to demonstrate eligibility.

Notwithstanding the existing twenty percent (20%) limitation, the Director may approve more than twenty percent (20%), up to one hundred percent (100%), of required off-street parking at an approved off-site location or through an approved shared parking arrangement. This flexibility concerns where required parking may be provided; it does not automatically reduce or waive the number of spaces otherwise required.

Off-site parking must be located within the same block as the subject property or within the block directly across the street and must provide safe, reasonable, and convenient pedestrian access. In reviewing a request, the Director would consider parking availability, proximity, hours of operation, compatibility of uses, anticipated parking demand, pedestrian access, proximity to local transit and other transportation options, and potential impacts to surrounding properties and public streets.

Where parking is provided on a separate parcel not under common ownership, the applicant must provide a shared or off-site parking agreement in a form acceptable to the City Attorney and suitable for recordation. Approved parking arrangements must remain available for the duration of the approved use, and modification or termination requires prior written approval by the Director.

PROPOSED ZONING ORDINANCE TEXT AMENDMENT:

Section 4100.50.B.2.b - Existing 20% Limitation

~~No more than twenty percent (20%) of the total number of parking spaces required for the use is located at the off-site location or subservient lot~~

Except as otherwise provided in Subsection 4100.50.B.5, no more than twenty percent (20%) of the total number of parking spaces required for the use may be located at the off-site location or subservient lot; and

Section 4100.50.B.5 - Off-Street Parking Flexibility for Existing Legally Nonconforming Commercial and Industrial Development

A. Purpose

The purpose of this subsection is to provide flexibility in satisfying off-street parking requirements for existing legally nonconforming commercial and industrial development that cannot reasonably comply with current on-site parking requirements due to existing lot configuration, building coverage, development patterns, or other physical site constraints. Nothing in this subsection creates an automatic reduction or waiver of required parking.

B. Applicability

This subsection applies to existing legally nonconforming commercial and industrial development within the Commercial and Manufacturing Zones that cannot reasonably satisfy current on-site parking requirements and that meets one or more of the following criteria:

- a. The subject parcel is less than 5,000 square feet;
- b. Existing building coverage is ninety percent (90%) or greater;
- c. The existing configuration of the building or site substantially limits the ability to provide additional on-site parking;
or
- d. A proposed change of use results in a more intensive parking requirement than the existing or previous use.

The applicant shall provide documentation sufficient to demonstrate eligibility. The Director of Building and Planning shall determine whether the property qualifies based on the information submitted and the criteria above.

C. Application Requirements

An application for Site Plan Review shall be submitted for any request under this subsection. The application shall include, at a minimum, a site plan, floor plan, parking plan, business description, proposed use, hours of operation, anticipated occupancy, number of employees, identification of the proposed off-site parking location, documentation demonstrating the applicant's legal right to use the proposed off-site parking, and any other information reasonably required by the Director of Building and Planning to evaluate parking demand and compliance with this subsection.

D. Off-Site and Shared Parking Allowance

Notwithstanding Subsection 4100.50.B.2.b, up to one hundred percent (100%) of the required off-street parking may be provided at an approved off-site location or through an approved shared parking arrangement, subject to administrative approval by the Director of Building and Planning.

The Director may approve all or a portion of the required parking at an off-site location based on parking availability, proximity, hours of operation, compatibility of uses, anticipated parking demand, pedestrian access, proximity to local transit, and potential impacts to surrounding properties and public streets.

E. Required Findings

The Director of Building and Planning may approve a request under this subsection only upon finding, based on information submitted by the applicant, that:

- a. The property qualifies under this subsection based on documentation submitted by the applicant;
- b. Any off-site parking is located within the same block as the subject property or within the block directly across the street from the subject property and provides safe, reasonable, and convenient pedestrian access to the subject use;
- c. Adequate parking capacity is available during the hours of operation of the proposed use;
- d. The proposed arrangement will not result in significant adverse parking, access, circulation, or other impacts to surrounding properties or public streets;
- e. The availability of nearby public transit and other transportation options has been considered in evaluating the parking demand of the proposed use; and
- f. Where parking is provided on a separate parcel not under common ownership, the applicant has provided a shared or off-site parking agreement in a form acceptable to the City Attorney and suitable for recordation.

F. Conditions and Continued Compliance

The Director of Building and Planning may impose reasonable conditions necessary to ensure continued compliance with this subsection and to address parking, access, circulation, pedestrian safety, and impacts to surrounding properties or public streets.

Any approved off-site or shared parking arrangement relied upon to satisfy required parking shall remain available for the duration of the approved use. Any modification or termination of the arrangement shall require prior written approval by the Director. An arrangement shall not be terminated unless the Director determines that replacement

parking or another approved parking arrangement is available or that the use otherwise complies with applicable parking requirements.

G. Action on Application

The Director of Building and Planning may approve, conditionally approve, or deny an application based on the requirements and findings established in this subsection. The Director's determination shall be documented in writing and shall be subject to any applicable appeal procedures of the Maywood Zoning Ordinance.

There is no direct fiscal impact associated with the proposed action. The City incurred approximately \$255 in costs associated with the required public hearing notice, which is included within the adopted budget. No additional appropriation is required. The proposed amendment may also support economic development by facilitating the reuse and occupancy of existing commercial and industrial buildings constrained by current off-street parking requirements.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

ATTACHMENT(S)

1. Resolution No. PC26-0481 Parking Flexibility
2. Draft ZOTA Ordinance No. 26-04 Parking Flexibility

RESOLUTION NO. PC 26-0481

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MAYWOOD, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE ZONING ORDINANCE TEXT AMENDMENT NO. 26-01, AMENDING SECTION 4100.50.B.2.b AND ADDING SECTION 4100.50.B.5, “OFF-STREET PARKING FLEXIBILITY FOR EXISTING LEGALLY NONCONFORMING COMMERCIAL AND INDUSTRIAL DEVELOPMENT,” OF THE MAYWOOD ZONING ORDINANCE

WHEREAS, the City of Maywood initiated Zoning Ordinance Text Amendment No. 26-01 (ZOTA No. 26-01) to amend Section 4100.50.B of the Maywood Zoning Ordinance to provide reasonable flexibility in satisfying off-street parking requirements for qualifying existing legally nonconforming commercial and industrial development; and

WHEREAS, existing commercial and industrial development within the City may be constrained by lot size, building coverage, existing site configuration, and historic development patterns that limit the ability to provide additional on-site parking; and

WHEREAS, Section 4100.50.B.2.b currently limits off-site parking to no more than twenty percent (20%) of the total number of parking spaces required for a non-residential use, and ZOTA No. 26-01 would retain that limitation as the general rule while establishing a specific exception for qualifying development under new Subsection 4100.50.B.5; and

WHEREAS, on August 18, 2026, the Planning Commission conducted a duly noticed public hearing on ZOTA No. 26-01, at which time the Commission considered the staff report, oral and written testimony, and all evidence presented by persons wishing to be heard; and

WHEREAS, the Planning Commission finds that ZOTA No. 26-01 is intended to facilitate the continued productive use, occupancy, and reinvestment of qualifying existing legally nonconforming commercial and industrial properties while maintaining appropriate review of parking availability, pedestrian access, circulation, surrounding properties, public streets, and local transit; and

WHEREAS, the Planning Commission has considered the environmental review for ZOTA No. 26-01 and recommends that the City Council find that the amendment does not constitute a “project” for purposes of CEQA pursuant to CEQA Guidelines Section 15060(c)(3); and

**NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF MAYWOOD
RESOLVES AS FOLLOWS:**

SECTION 1. Findings.

The Planning Commission finds that the foregoing recitals are true and correct and incorporates them into this Resolution as findings.

SECTION 2. Amendment to Section 4100.50.B.2.b.

The Planning Commission recommends that Section 4100.50.B.2.b of the Maywood Zoning Ordinance be amended as follows, with deleted text shown in strikethrough and added text shown in underline:

~~b. No more than twenty percent (20%) of the total number of parking spaces required for the use is located at the off-site location or subservient lot~~ Except as otherwise provided in Subsection 4100.50.B.5, no more than twenty percent (20%) of the total number of parking spaces required for the use may be located at the off-site location or subservient lot; and

SECTION 3. Addition of Section 4100.50.B.5.

The Planning Commission recommends that Section 4100.50.B.5 be added to the Maywood Zoning Ordinance to read as follows:

Section 4100.50.B.5 - Off-Street Parking Flexibility for Existing Legally Nonconforming Commercial and Industrial Development

A. Purpose

The purpose of this subsection is to provide flexibility in satisfying off-street parking requirements for existing legally nonconforming commercial and industrial development that cannot reasonably comply with current on-site parking requirements due to existing lot configuration, building coverage, development patterns, or other physical site constraints. Nothing in this subsection creates an automatic reduction or waiver of required parking.

B. Applicability

This subsection applies to existing legally nonconforming commercial and industrial development within the Commercial and Manufacturing Zones that cannot reasonably satisfy current on-site parking requirements and that meets one or more of the following criteria:

- a. The subject parcel is less than 5,000 square feet;
- b. Existing building coverage is ninety percent (90%) or greater;
- c. The existing configuration of the building or site substantially limits the ability to provide additional on-site parking; or

d. A proposed change of use results in a more intensive parking requirement than the existing or previous use.

The applicant shall provide documentation sufficient to demonstrate eligibility. The Director of Building and Planning shall determine whether the property qualifies based on the information submitted and the criteria above.

C. Application Requirements

An application for Site Plan Review shall be submitted for any request under this subsection. The application shall include, at a minimum, a site plan, floor plan, parking plan, business description, proposed use, hours of operation, anticipated occupancy, number of employees, identification of the proposed off-site parking location, documentation demonstrating the applicant's legal right to use the proposed off-site parking, and any other information reasonably required by the Director of Building and Planning to evaluate parking demand and compliance with this subsection.

D. Off-Site and Shared Parking Allowance

Notwithstanding Subsection 4100.50.B.2.b, up to one hundred percent (100%) of the required off-street parking may be provided at an approved off-site location or through an approved shared parking arrangement, subject to administrative approval by the Director of Building and Planning.

The Director may approve all or a portion of the required parking at an off-site location based on parking availability, proximity, hours of operation, compatibility of uses, anticipated parking demand, pedestrian access, proximity to local transit, and potential impacts to surrounding properties and public streets.

E. Required Findings

The Director of Building and Planning may approve a request under this subsection only upon finding, based on information submitted by the applicant, that:

- a. The property qualifies under this subsection based on documentation submitted by the applicant;
- b. Any off-site parking is located within the same block as the subject property or within the block directly across the street from the subject property and provides safe, reasonable, and convenient pedestrian access to the subject use;
- c. Adequate parking capacity is available during the hours of operation of the proposed use;
- d. The proposed arrangement will not result in significant adverse parking, access, circulation, or other impacts to surrounding properties or public streets;
- e. The availability of nearby public transit and other transportation options has been considered in evaluating the parking demand of the proposed use; and

f. Where parking is provided on a separate parcel not under common ownership, the applicant has provided a shared or off-site parking agreement in a form acceptable to the City Attorney and suitable for recordation.

F. Conditions and Continued Compliance

The Director of Building and Planning may impose reasonable conditions necessary to ensure continued compliance with this subsection and to address parking, access, circulation, pedestrian safety, and impacts to surrounding properties or public streets.

Any approved off-site or shared parking arrangement relied upon to satisfy required parking shall remain available for the duration of the approved use. Any modification or termination of the arrangement shall require prior written approval by the Director. An arrangement shall not be terminated unless the Director determines that replacement parking or another approved parking arrangement is available or that the use otherwise complies with applicable parking requirements.

G. Action on Application

The Director of Building and Planning may approve, conditionally approve, or deny an application based on the requirements and findings established in this subsection. The Director's determination shall be documented in writing and shall be subject to any applicable appeal procedures of the Maywood Zoning Ordinance.

SECTION 4. California Environmental Quality Act (CEQA) Recommendation.

The Planning Commission recommends that the City Council find that ZOTA No. 26-01 does not constitute a "project" for purposes of CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

SECTION 5. Recommendation to City Council.

The Planning Commission hereby recommends that the City Council approve Zoning Ordinance Text Amendment No. 26-01 and adopt the corresponding ordinance amending Section 4100.50.B.2.b and adding Section 4100.50.B.5 of the Maywood Zoning Ordinance as set forth herein.

SECTION 6. Certification.

The Planning Secretary shall certify to the adoption of Resolution No. PC 26-0481 and transmit the Planning Commission recommendation to the City Council.

[SIGNATURE ON THE FOLLOWING PAGE]

**THE PLANNING COMMISSION OF THE CITY OF MAYWOOD HEREBY PASSED,
APPROVED, AND ADOPTED RESOLUTION NO. PC 26-0481 THIS 18TH DAY OF
AUGUST 2026, BY THE FOLLOWING VOTE:**

AYES:

NOES:

ABSENT:

ABSTAIN:

Angelina Martinez, Chairperson

ATTEST:

Daisy Guerrero, Secretary

ORDINANCE NO. 26-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MAYWOOD, CALIFORNIA, AMENDING SECTION 4100.50.B.2.b AND ADDING SECTION 4100.50.B.5 OF THE MAYWOOD ZONING ORDINANCE RELATING TO OFF-STREET PARKING FLEXIBILITY FOR EXISTING LEGALLY NONCONFORMING COMMERCIAL AND INDUSTRIAL DEVELOPMENT; AND FINDING THAT THE ACTION IS NOT A PROJECT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15060(c)(3)

WHEREAS, on April 22, 2026, the City Council provided policy direction to staff to prepare a City-initiated amendment to the Maywood Zoning Ordinance to provide greater flexibility for existing legally nonconforming commercial and industrial development; and

WHEREAS, Section 4100.50.B.2.b currently limits off-site parking to no more than twenty percent (20%) of the total number of parking spaces required for a non-residential use; and

WHEREAS, the City has identified existing legally nonconforming commercial and industrial development that may be unable to reasonably satisfy current on-site parking requirements because of lot size, building coverage, existing site configuration, historic development patterns, or other physical site constraints; and

WHEREAS, this Ordinance would retain the existing twenty percent (20%) limitation as the general rule while establishing a specific administrative exception for qualifying existing legally nonconforming commercial and industrial development under new Section 4100.50.B.5; and

WHEREAS, on August 18, 2026, the Planning Commission conducted a duly noticed public hearing and adopted Resolution No. PC 26-0481 recommending that the City Council adopt this Ordinance; and

WHEREAS, on August 26, 2026, the City Council conducted a duly noticed public hearing, considered the Planning Commission recommendation, staff report, and all testimony and evidence presented regarding this Ordinance; and

WHEREAS, the City Council finds that this Ordinance does not constitute a “project” for purposes of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(3).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings.

The City Council finds that the foregoing recitals are true and correct and incorporates them into this Ordinance as findings.

SECTION 2. Amendment to Section 4100.50.B.2.b.

Section 4100.50.B.2.b of the Maywood Zoning Ordinance is amended as follows, with deleted text shown in strikethrough and added text shown in underline:

~~b. No more than twenty percent (20%) of the total number of parking spaces required for the use is located at the off-site location or subservient lot~~ Except as otherwise provided in Subsection 4100.50.B.5, no more than twenty percent (20%) of the total number of parking spaces required for the use may be located at the off-site location or subservient lot; and

SECTION 3. Addition of Section 4100.50.B.5.

Section 4100.50.B.5 is added to the Maywood Zoning Ordinance to read as follows:

Section 4100.50.B.5 - Off-Street Parking Flexibility for Existing Legally Nonconforming Commercial and Industrial Development

A. Purpose

The purpose of this subsection is to provide flexibility in satisfying off-street parking requirements for existing legally nonconforming commercial and industrial development that cannot reasonably comply with current on-site parking requirements due to existing lot configuration, building coverage, development patterns, or other physical site constraints. Nothing in this subsection creates an automatic reduction or waiver of required parking.

B. Applicability

This subsection applies to existing legally nonconforming commercial and industrial development within the Commercial and Manufacturing Zones that cannot reasonably satisfy current on-site parking requirements and that meets one or more of the following criteria:

- a. The subject parcel is less than 5,000 square feet;
- b. Existing building coverage is ninety percent (90%) or greater;
- c. The existing configuration of the building or site substantially limits the ability to provide additional on-site parking; or
- d. A proposed change of use results in a more intensive parking requirement than the existing or previous use.

The applicant shall provide documentation sufficient to demonstrate eligibility. The Director of Building and Planning shall determine whether the property qualifies based on the information submitted and the criteria above.

C. Application Requirements

An application for Site Plan Review shall be submitted for any request under this subsection. The application shall include, at a minimum, a site plan, floor plan, parking plan, business description, proposed use, hours of operation, anticipated occupancy, number of employees, identification of the proposed off-site parking location, documentation demonstrating the applicant's legal right to use the proposed off-site parking, and any other information reasonably required by the Director of Building and Planning to evaluate parking demand and compliance with this subsection.

D. Off-Site and Shared Parking Allowance

Notwithstanding Subsection 4100.50.B.2.b, up to one hundred percent (100%) of the required off-street parking may be provided at an approved off-site location or through an approved shared parking arrangement, subject to administrative approval by the Director of Building and Planning.

The Director may approve all or a portion of the required parking at an off-site location based on parking availability, proximity, hours of operation, compatibility of uses, anticipated parking demand, pedestrian access, proximity to local transit, and potential impacts to surrounding properties and public streets.

E. Required Findings

The Director of Building and Planning may approve a request under this subsection only upon finding, based on information submitted by the applicant, that:

- a. The property qualifies under this subsection based on documentation submitted by the applicant;
- b. Any off-site parking is located within the same block as the subject property or within the block directly across the street from the subject property and provides safe, reasonable, and convenient pedestrian access to the subject use;
- c. Adequate parking capacity is available during the hours of operation of the proposed use;
- d. The proposed arrangement will not result in significant adverse parking, access, circulation, or other impacts to surrounding properties or public streets;
- e. The availability of nearby public transit and other transportation options has been considered in evaluating the parking demand of the proposed use; and
- f. Where parking is provided on a separate parcel not under common ownership, the applicant has provided a shared or off-site parking agreement in a form acceptable to the City Attorney and suitable for recordation.

F. Conditions and Continued Compliance

The Director of Building and Planning may impose reasonable conditions necessary to ensure continued compliance with this subsection and to address parking, access, circulation, pedestrian safety, and impacts to surrounding properties or public streets.

Any approved off-site or shared parking arrangement relied upon to satisfy required parking shall remain available for the duration of the approved use. Any modification or termination of the arrangement shall require prior written approval by the Director. An arrangement shall not be terminated unless the Director determines that replacement parking or another approved parking arrangement is available or that the use otherwise complies with applicable parking requirements.

G. Action on Application

The Director of Building and Planning may approve, conditionally approve, or deny an application based on the requirements and findings established in this subsection. The Director's determination shall be documented in writing and shall be subject to any applicable appeal procedures of the Maywood Zoning Ordinance.

SECTION 4. California Environmental Quality Act (CEQA).

The City Council finds that this Ordinance does not constitute a "project" for purposes of CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

SECTION 5. Severability.

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, that decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6. Effective Date.

This Ordinance shall take effect thirty (30) days after its adoption.

SECTION 7. Publication and Certification.

The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published or posted as required by law.

INTRODUCED at a regular meeting of the City Council of the City of Maywood held on August 26, 2026.

[SIGNATURE ON THE FOLLOWING PAGE]

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Maywood held on the ____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Heber Marquez, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney



MINUTES REGULAR MEETING OF THE MAYWOOD PLANNING COMMISSION

TUESDAY, JUNE 19, 2025 AT 7:00 PM

I. Meeting Procedure PC

This meeting will be conducted in person and by video-conferencing pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency. For this meeting, it will be conducted through a hybrid combination of in-person and/or virtual attendance of the members of the Planning Commission and invited staff at City Hall in the City Council Chambers located at 4319 E. Slauson Avenue and via teleconference using the Zoom platform and broadcasted live on the City's Facebook page. The public may participate in person and or by using the virtual platform (Zoom).

<https://us02web.zoom.us/j/89468829405>

II. CALL TO ORDER/ROLL CALL

Chairperson Martinez called the meeting to order at approximately 7:05 PM

COMMISSIONERS

Angelina Martinez, Chairperson (present)

Diego Jimenez (present)

Raul Rodriguez (not present)

Jean D. Olmedo (present)

Crystal Acosta (present)

STAFF PRESENT:

Jennifer Vasquez, City Manager (Present)

Daisy Guerrero, Deputy Director of Building and Planning (present)

Lindsay Thorson, Assistant City Attorney (present)

III. APPROVAL OF AGENDA

Motion to approved the Agenda by Commissioner Olmedo. Second by Commissioner Acosta. AYES: Olmedo, Jimenez, Acosta, Martinez. PASSES 4-0

IV. PUBLIC COMMENT (Non-Agenda Items)

None

V. REORGANIZATION

Olmedo nominates Commissioner Jimenez for Vice Chair. Second by Commissioner Acosta. AYES: Olmedo, Jimenez, Acosta, Martinez. PASSES 4-0

VI. PUBLIC HEARING

1. CONSIDERATION AND APPROVAL OF RESOLUTION NO. PC 25-0477 FINDING THAT THE 2025-2026 FISCAL YEAR CAPITAL IMPROVEMENT PROGRAMS ARE CONSISTENT WITH AND CONFORMS WITH THE GENERAL PLAN AND DETERMINING THAT SUCH FINDING IS EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REVIEW

Deputy Director Guerrero provided a presentation on the FY 25-26 CIP Budget and showing its consistent with the General Plan.

Chair Martinez opened the public hearing. No public comment provided. Chair Martinez closed the public hearing.

Vice Chair Jimenez motioned to approve Resolution No. PC25-0477 for 2025-2026 Fiscal Year Capital Improvement Programs finding that the proposed capital improvement program is consistent with and conforms with the City's General Plan. Second by Commissioner Acosta. AYES: Olmedo, Jimenez, Acosta, Martinez. PASSES 4-0

VII. DIRECTOR'S REPORT

Deputy Director Guerrero introduced new Commissioner Olmedo to the Planning Commission and herself as the new Deputy Director of Building and Planning.

VIII. COMMISSION COMMENTS

None

IX. ADJOURNMENT

Chair Martinez adjourned the meeting at approximately 7:17 PM to the next regular Planning Commission meeting on Tuesday, July 15, 2025 at 7:00 PM

Angelina Martinez, Chairperson

ATTEST:

Daisy Guerrero, Planning Secretary



**MINUTES
REGULAR MEETING OF THE MAYWOOD PLANNING COMMISSION**

TUESDAY, MARCH 17, 2026, AT 7:00 PM

I. Meeting Procedure PC

This meeting will be conducted in person and by video-conferencing pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency. For this meeting, it will be conducted through a hybrid combination of in-person and/or virtual attendance of the members of the Planning Commission and invited staff at City Hall in the City Council Chambers located at 4319 E. Slauson Avenue and via teleconference using the Zoom platform and broadcasted live on the City's Facebook page. The public may participate in person and or by using the virtual platform (Zoom).

<https://us02web.zoom.us/j/86424303195>

II. CALL TO ORDER/ROLL CALL

Chairperson Martinez called to order the meeting at approximately 7:01 PM

COMMISSIONERS

Angelina Martinez, Chairperson (present)

Diego Jimenez, Vice Chair (present)

Jean D. Olmedo (not present)

Raul Rodriguez (present)

Vacant

STAFF PRESENT:

Daisy Guerrero, Director Deputy of Building and Planning (present)

Lindsay Thorson, Assistant City Attorney (present)

Mario Arellano, Associate Planner (present)

III. APPROVAL OF AGENDA

None

IV. PUBLIC COMMENT (Agenda Items)

None

V. PUBLIC HEARING

1. PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO APPROVE RESOLUTION NO. PC 26-0478 ADOPTING THE CITY OF MAYWOOD CLIMATE ACTION, ADAPTATION, AND RESILIENCE PLAN (CAARP) AND ASSOCIATED CEQA DOCUMENTATION

No Commissioner questions.

Chair Martinez opened the public hearing. No public comment provided.

Commissioner Rodriguez motion to approve Resolution No. PC26-0478 adopting the City of Maywood Climate Action, Adaptation, and Resilience Plan (CAARP) and Associated CEQA documentation. Second, by Chairperson Martinez. AYES: Jimenez, Rodriguez, Martinez. PASSES 3-0

VI. CONSENT CALENDAR

1. RECOMMENDATION TO RECEIVE AND FILE THE 2025 GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORTS

Commissioner Rodriguez motion to approve Consent Calendar. Second, by Chairperson Martinez. AYES: Jimenez, Rodriguez, Martinez. PASSES 3-0

VII. DISCUSSION

1. PRESENTATION OF THE CITY'S URBAN FOREST MANAGEMENT PLAN AND CONSIDERATION OF RESOLUTION NO. PC 26-0479 RECOMMENDING ADOPTION OF THE PLAN AND ASSOCIATED CEQA DOCUMENTATION TO THE CITY COUNCIL

Commissioner Rodriguez motion to approve Resolution No. PC25-0479 recommending adoption of The City's Urban Forest Management Plan and associated CEQA documentation to the City Council. Second, by Chairperson Martinez. AYES: Jimenez, Rodriguez, Martinez. PASSES 3-0

VIII. DIRECTOR'S REPORT

Deputy Director Guerrero welcomed Commissioners back after a break and announced upcoming items including parking improvements and zoning ordinance updates that would be presented to both the Council and Commission. Commissioner Jean D. Olmedo was absent due to a last-minute work event but hopes to attend the next meeting.

IX. COMMISSION COMMENTS

None

X. ADJOURNMENT

Meeting adjourned at approximately 7:13 PM to the next Planning Commission meeting on Tuesday, April 21, 2026 at 7:00 PM

Angelina Martinez, Chairperson

ATTEST:

Daisy Guerrero, Planning Secretary



MINUTES
REGULAR MEETING OF THE MAYWOOD PLANNING COMMISSION

TUESDAY, JUNE 16, 2026, AT 7:00 PM

I. Meeting Procedure PC

This meeting will be conducted in person and by video-conferencing pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency. For this meeting, it will be conducted through a hybrid combination of in-person and/or virtual attendance of the members of the Planning Commission and invited staff at City Hall in the City Council Chambers located at 4319 E. Slauson Avenue and via teleconference using the Zoom platform and broadcasted live on the City's Facebook page. The public may participate in person and or by using the virtual platform (Zoom).

<https://us02web.zoom.us/j/86297449081>

II. CALL TO ORDER/ROLL CALL

Chairperson Martinez called the meeting to order at approximately 7:15 PM

COMMISSIONERS

Angelina Martinez, Chairperson (present)

Diego Jimenez, Vice Chair (present)

Jean D. Olmedo (present)

Raul Rodriguez (not present)

Maritza Cruz (present)

STAFF:

Daisy Guerrero, Director of Building and Planning (present)

Lindsay Thorson, Assistant City Attorney (present)

Mario Arellano, Associate Planner (present)

III. APPROVAL OF AGENDA

Motion to approve the Agenda by Chairperson Martinez

Second by Commissioner Olmedo. AYES: Cruz, Jimenez, Olmedo, Martinez. PASSES 4-0

IV. PUBLIC COMMENT (Agenda Items)

None

V. REORGANIZATION

CHAIRPERSON AND VICE CHAIRPERSON SELECTION

Commissioner Olmedo motions to nominate Vice Chair Jimenez for Vice Chair. Second by Chairperson Martinez. AYES: Cruz, Jimenez, Olmedo, Martinez. PASSES 4-0

Commissioner Olmedo motioned to nominate to Chairperson Martinez for Chair. Second by Commissioner Jimenez. AYES: Cruz, Jimenez, Olmedo, Martinez. PASSES 4-0

VI. PUBLIC HEARING

PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO APPROVE RESOLUTION NO. PC 26-0480 FINDING THAT THE 2026-2027 FISCAL YEAR CAPITAL IMPROVEMENT PROGRAM IS CONSISTENT WITH AND CONFORMS WITH THE GENERAL PLAN AND DETERMINING THAT SUCH FINDING IS EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REVIEW

Director Guerrero provided a presentation on this item. Vice Chair Jimenez made a clarification comment on the balance of the Proposition C Funding for the Capital Improvement Program. Staff noted and provided the information to the Finance Department.

Chair Martinez opened the public hearing. No public comment provided.

Commissioner Olmedo motions to approve Resolution No. PC26-0480 for 2026-2027 fiscal year Capital Improvement Programs finding that it is consistent with and conforms with the General Plan. Second, by Chairperson Martinez. AYES: Cruz, Jimenez, Olmedo, Martinez. PASSES 4-0

VII. DIRECTOR'S REPORT

Director Guerrero welcomed newly appointed Commissioner Cruz. Informed the Commission about development projects at future PC meetings and announced the Open Streets and 5K event.

VIII. COMMISSION COMMENTS

None

IX. PUBLIC COMMENTS (Non-Agenda Items)

None

X. ADJOURNMENT

Chair Martinez adjourned the meeting at approximately 7:34 PM to the next Planning Commission meeting on Tuesday, July 21, 2026, at 7:00 PM

Angelina Martinez, Chairperson

ATTEST:

Daisy Guerrero, Planning Secretary