



AGENDA
REGULAR MEETING OF THE MAYWOOD PLANNING COMMISSION
TUESDAY, SEPTEMBER 15, 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

II. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://www.zoomgov.com/j/1651634628>

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. CONSIDERATION OF A VARIANCE TO REDUCE THE REQUIRED COMMON OPEN SPACE AREA TO ACCOMMODATE A NEW 120-SQUARE-FOOT TRASH ENCLOSURE AT 6041 PINE AVENUE

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. MARCH 17, 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 October 20, 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 raising 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: September 15, 2026

TO: HONORABLE CHAIRPERSON AND MEMBERS OF THE MAYWOOD PLANNING COMMISSION

FROM: DAISY GUERRERO, DIRECTOR OF BUILDING AND PLANNING

BY: DAISY GUERRERO, DIRECTOR OF BUILDING AND PLANNING

SUBJECT: CONSIDERATION OF A VARIANCE TO REDUCE THE REQUIRED COMMON OPEN SPACE AREA TO ACCOMMODATE A NEW 120-SQUARE-FOOT TRASH ENCLOSURE AT 6041 PINE AVENUE

RECOMMENDATION:

Staff recommends that the Planning Commission: (1) conduct the public hearing and receive public testimony; (2) find the project exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305, Class 5 - Minor Alterations in Land Use Limitations; and (3) adopt Resolution No. PC26-0482 approving the requested variance, subject to the findings and conditions of approval contained in the Resolution.

BACKGROUND:

The applicant requests a variance to reduce the amount of required common open space for the multifamily residential development at 6041 Pine Avenue in order to accommodate a new 120-square-foot trash enclosure. The submitted plans identify the property as an approximately 18,614.5-square-foot parcel in the R-3 zone, APN 6317-003-011. The proposed enclosure is approximately 12 feet by 10 feet and six feet in height.

According to the applicant, a dedicated trash enclosure was not specifically incorporated into the originally approved plans. Following further evaluation of the operational needs of the residential development, the applicant determined that a dedicated, screened refuse area is necessary to provide a safe, sanitary, and functional location for refuse generated by residents. The enclosure would serve the residential development only and would not establish a new land use, add dwelling units, or increase residential density.

The revised site plan depicts the residential buildings, garages, guest parking, landscaping, pedestrian paths, private and common open-space areas, and vehicular/emergency circulation. The proposed enclosure is located toward the rear of the site and includes a resident path of travel.

DISCUSSION:

COMMON OPEN SPACE ANALYSIS

The submitted plans identify a common open-space requirement of 200 square feet per unit, totaling 1,400 square feet. The revised plans identify four common open-space areas totaling 1,087 square feet: one 790-square-foot area and three 99-square-foot areas. Based on those figures, the project is 313 square feet below the identified common

open-space requirement.

The plans separately identify a private open-space requirement of 100 square feet per unit and state that the private open-space requirement is provided through second-floor balconies. The requested variance is therefore limited to the common open-space standard.

Plan coordination note: one revision notation on the submitted plan states that common open space is reduced from 1,518 square feet to 1,087 square feet, while the open-space analysis identifies 1,400 square feet as required. Staff recommends requiring the final permit plans to reconcile this notation and accurately identify the approved common open-space requirement and amount provided.

TRASH ENCLOSURE DESIGN

The enclosure plans show a 120-square-foot enclosure with six-foot-high CMU walls, finishes intended to match the dwelling units, solid self-closing and self-latching gates, a concrete slab and protective curb, and a hose bib with backflow prevention. The plans also identify City Planning and Los Angeles County Fire Prevention review prior to building permit issuance.

APPLICANT'S VARIANCE JUSTIFICATION

The applicant submitted written findings asserting that strict application of the common open-space standard creates a practical difficulty because the refuse-storage needs of the multifamily development must be accommodated within a site already planned with residential structures, access, circulation, parking, pedestrian paths, landscaping, and other improvements. The applicant further states that the enclosure advances the City's health, safety, screening, and site-maintenance objectives by consolidating refuse in a controlled location and that the request neither increases density nor authorizes a new or prohibited use.

Staff has independently evaluated the request against the findings required by Section 5100.50 of the Maywood Zoning Ordinance.

VARIANCE FINDINGS - MAYWOOD ZONING ORDINANCE SECTION 5100.50

Section 5100.50 authorizes the Planning Commission (and City Council on appeal) to grant a variance with conditions necessary to protect public health, safety, and general welfare and to assure compliance with the Zoning Ordinance. The Commission must make all four findings below.

Finding 1 - Practical Difficulties or Unnecessary Hardships

Required finding: There are practical difficulties or unnecessary hardships created by strict application of the Ordinance due to circumstances applicable to the property.

Staff Analysis: The site is planned with multiple residential structures and associated garages, parking, landscaping, pedestrian paths, open-space areas, and circulation improvements. The trash enclosure was not incorporated into the originally approved plans and must now be accommodated within the established site configuration. The revised plan locates the enclosure toward the rear of the property with a resident path of travel. Strict application of the common open-space requirement would prevent the proposed configuration from providing the dedicated enclosure without reconfiguration of other site components. The request is tied to a basic accessory function of the residential development rather than additional density or an otherwise prohibited use. Staff can make this finding.

Finding 2 - Spirit of the Ordinance, Public Safety, and Substantial Justice

Required finding: In granting the Variance, the spirit of the Ordinance will be observed, public safety secured, and substantial justice done.

Staff Analysis: The project would retain approximately 1,087 square feet of common open space and the private open-space areas identified on the plans. The enclosure would consolidate refuse in a permanent screened location and includes six-foot masonry walls, solid self-closing and self-latching gates, and other sanitation and screening features. Allowing the limited open-space reduction enables an accessory improvement that supports orderly refuse

storage while retaining substantial open space on the site. Staff can make this finding.

Finding 3 - No Special Privilege; No Material Detriment

Required finding: The Variance does not grant special privileges which are not otherwise available to surrounding properties and will not be materially detrimental to the public welfare or to the property of other persons located in the vicinity.

Staff Analysis: The variance is limited to a trash enclosure serving the approved residential development. It does not authorize additional dwelling units, increased density, commercial waste handling, or a new land use. A screened refuse enclosure is an ordinary accessory feature of multifamily residential development. Properly constructed and maintained, it should improve the organization and sanitation of refuse storage and reduce the potential for exposed containers or obstruction of circulation areas. Staff can make this finding.

Finding 4 - Suitable Conditions and No Unauthorized Uses

Required finding: The Variance places suitable conditions on the property to protect surrounding properties and not permit uses which are not otherwise allowed in the zone.

Staff Analysis: The recommended conditions limit the enclosure to refuse and recyclable materials generated by the subject residential property, require compliance with the approved plans and applicable agency requirements, require maintenance and functional screening, prohibit obstruction of required access and circulation, and require Planning review of material modifications. These conditions ensure that the variance remains limited to the accessory residential refuse enclosure and does not authorize uses otherwise prohibited in the R-3 zone. Staff can make this finding.

PUBLIC NOTICE

The City prepared the Notice of Public Hearing in English and Spanish for the September 15, 2026 Planning Commission meeting. The notice identifies the requested variance and Resolution No. PC26-0482 for the proposed 120-square-foot trash enclosure and reduction in required common open space at 6041 Pine Avenue. The notice was posted on September 3, 2026.

The City also mailed notice of the public hearing to all property owners within a 300-foot radius of the subject property and posted the notice at two public locations within the City.

Public Comments: As of preparation of this staff report, no public comments have been received.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Staff recommends that the Planning Commission determine that the variance is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15305 (Class 5 - Minor Alterations in Land Use Limitations). The action is a minor adjustment to a development standard to permit a reduction in required common open space for a 120-square-foot accessory trash enclosure and does not authorize a change in land use or an increase in density. Staff further recommends finding that none of the exceptions in CEQA Guidelines Section 15300.2 apply.

STAFF CONCLUSION

The proposed variance would allow a limited reduction in required common open space to accommodate a permanent, screened trash enclosure serving the multifamily residential development. Based on the submitted plans, the applicant's justification, and the analysis above, staff finds that the four findings required by Section 5100.50 can be made, subject to the recommended conditions of approval.

Staff therefore recommends approval of the variance and adoption of Resolution No. PC26-0482.

ENVIRONMENTAL REVIEW:

City Attorney has reviewed this report.

ATTACHMENT(S)

1. Resolution No. PC 26-0482 - Variance 6041 Pine Avenue
2. EXHIBIT A - Conditions of Approval - Variance - 6041 Pine Avenue
3. Signed and Posted PHN - 6041 Pine Avenue

RESOLUTION NO. PC26-0482

**A RESOLUTION OF THE PLANNING COMMISSION OF
THE CITY OF MAYWOOD, CALIFORNIA, APPROVING A
VARIANCE TO REDUCE REQUIRED COMMON OPEN
SPACE TO ACCOMMODATE A 120-SQUARE-FOOT
TRASH ENCLOSURE AT 6041 PINE AVENUE (APN 6317-
003-011), AND FINDING THE PROJECT EXEMPT FROM
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

WHEREAS, Next Generation Investments, LLC (the “Applicant”), has requested approval of a variance for property located at 6041 Pine Avenue, Maywood, California 90270, APN 6317-003-011 (the “Property”);

WHEREAS, the Property is located in the R-3 zoning district and the submitted plans identify a lot area of approximately 18,614.5 square feet;

WHEREAS, the Applicant proposes a new 120-square-foot trash enclosure, approximately 12 feet by 10 feet, to serve the multifamily residential development;

WHEREAS, the submitted plans identify a common open-space requirement of 1,400 square feet and show 1,087 square feet of common open space provided, requiring a variance from the applicable common open-space standard;

WHEREAS, on September 15, 2026, the Planning Commission held a duly noticed public hearing to consider the variance, at which time the Commission received and considered the staff report, project plans, applicant materials, public testimony, and all other evidence presented;

WHEREAS, notice of the public hearing was prepared in English and Spanish, mailed to all property owners within a 300-foot radius of the Property, and posted at two public locations within the City; and

WHEREAS, Section 5100.50 of the Maywood Zoning Ordinance authorizes the Planning Commission to grant a variance with conditions when the required findings can be made.

**NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF MAYWOOD DOES
HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. Recitals.

The foregoing recitals are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. CEQA.

The Planning Commission finds that the project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15305, Class 5 - Minor Alterations in Land Use Limitations. The variance constitutes a minor adjustment to a development standard to allow a reduction in required common open space for a 120-square-foot accessory trash enclosure and does not result in a change in land use or density. The Planning Commission further finds that none of the exceptions set forth in CEQA Guidelines Section 15300.2 apply.

SECTION 3. Variance Findings.

A. Practical Difficulties or Unnecessary Hardships. The Planning Commission finds that practical difficulties or unnecessary hardships are created by strict application of the Zoning Ordinance due to circumstances applicable to the Property. The site is planned with residential structures and associated garages, parking, landscaping, pedestrian paths, open-space areas, and circulation improvements. The trash enclosure was not incorporated into the originally approved plans and must be accommodated within the established site configuration. The proposed location provides a dedicated refuse area and resident path of travel, while strict application of the common open-space standard would prevent the proposed configuration without reconfiguration of other site components.

B. Spirit of the Ordinance; Public Safety; Substantial Justice. The Planning Commission finds that the spirit of the Zoning Ordinance will be observed, public safety secured, and substantial justice done. The project will retain approximately 1,087 square feet of common open space and the private open-space areas shown on the plans. The enclosure will consolidate refuse in a permanent screened location and is designed with six-foot masonry walls, solid self-closing and self-latching gates, and other features intended to support orderly and sanitary refuse storage.

C. No Special Privilege; No Material Detriment. The Planning Commission finds that the variance does not grant special privileges that are not otherwise available to surrounding properties and will not be materially detrimental to the public welfare or to property of other persons in the vicinity. The approval is limited to an accessory trash enclosure serving the residential development and does not authorize additional dwelling units, increased density, commercial waste handling, or a new land use. Properly constructed and maintained, the enclosure will screen and organize refuse storage and reduce the potential for exposed containers or obstruction of circulation areas.

D. Suitable Conditions; No Unauthorized Uses. The Planning Commission finds that the conditions imposed by this Resolution are suitable to protect surrounding properties and will not permit uses that are otherwise prohibited in the R-3 zone. The conditions limit the enclosure to refuse and recyclable materials generated by the subject residential property, require maintenance and compliance with approved plans and applicable agency requirements, protect required access and circulation, and require review of material modifications.

SECTION 4. Approval.

Based upon the entire administrative record and the findings set forth above, the Planning Commission hereby approves the requested variance to reduce the required common open space to accommodate the 120-square-foot trash enclosure at 6041 Pine Avenue, subject to the Conditions of Approval in Exhibit A.

SECTION 5. Effective Date and Appeal.

This decision shall become effective in accordance with the applicable provisions of the Maywood Zoning Ordinance governing Planning Commission decisions and appeals.

SECTION 6. Certification.

The Secretary of the Planning Commission shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED by the Planning Commission of the City of Maywood, California, at a regular meeting held on September 15, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Planning Commission Chair

ATTEST:

Planning Commission Secretary

EXHIBIT A
CONDITIONS OF APPROVAL
RESOLUTION NO. PC26-0482
6041 PINE AVENUE

1. The project shall be developed substantially in accordance with the plans reviewed and approved by the Planning Commission, except as modified by these Conditions of Approval.
2. The variance authorizes only the reduction in required common open space necessary to accommodate the approved 120-square-foot trash enclosure. No other deviation from applicable development standards is authorized by this approval.
3. Prior to issuance of a building permit, the final plans shall reconcile the common open-space calculations and revision notes and shall clearly identify the applicable common open-space requirement, the amount provided, and the reduction authorized by this variance, to the satisfaction of the Planning Division.
4. The trash enclosure shall be used solely for refuse and recyclable materials generated by the residential uses on the subject property. Commercial waste handling, unrelated outdoor storage, or use of the enclosure by off-site properties is prohibited.
5. The applicant/property owner shall obtain all required Planning, Building, Fire, and other agency permits and approvals prior to construction and shall comply with all applicable codes and regulations.
6. The trash enclosure and surrounding area shall be maintained in a clean, sanitary, and orderly condition and kept free of excessive refuse, litter, graffiti, odors, and other nuisance conditions.
7. Refuse and recycling containers shall be stored within the enclosure except when temporarily placed for collection service.
8. All enclosure gates and screening shall be maintained in good repair. Gates shall remain functional, self-closing, and self-latching.
9. The enclosure, refuse containers, and collection activities shall not obstruct required pedestrian paths, drive aisles, parking spaces, emergency access, fire lanes, or other required circulation areas.
10. The enclosure shall be constructed with the materials, dimensions, screening, and finishes shown on the approved plans, including finishes intended to be compatible with the residential development, unless a minor modification is approved by the Planning Division.
11. Any material modification to the location, size, design, use, or configuration of the trash enclosure shall be reviewed by the Planning Division and may require additional discretionary approval.
12. The applicant/property owner shall comply with any requirements imposed by the Los Angeles County Fire Prevention Division and other reviewing agencies.
13. The applicant/property owner shall defend, indemnify, and hold harmless the City of Maywood, its officers, employees, agents, and officials from claims or proceedings challenging this approval, to the extent permitted by law and subject to any standard City indemnification language required by the City Attorney.



**NOTICE OF PUBLIC HEARING TO CONSIDER A VARIANCE FOR A
REDUCTION IN THE REQUIRED COMMON OPEN SPACE AREA TO
ACCOMMODATE A NEW 120 SQUARE FOOT TRASH ENCLOSURE AT
6041 PINE AVENUE, MAYWOOD, CALIFORNIA**

NOTICE IS HEREBY GIVEN that the City of Maywood will conduct a Public Hearing on Tuesday, September 15, 2026, at 7:00 p.m. during its regular Planning Commission Meeting, at Maywood City Hall, Council Chambers, 4319 E. Slauson Avenue, Maywood, CA 90270, to consider a variance application and Resolution No. PC26-0482 for a proposed 120 square foot trash enclosure at 6041 Pine Avenue, Maywood, California. The variance is requested to allow a reduction in the required common open space area to accommodate the proposed trash enclosure.

For additional information or questions regarding the proposed variance, please contact the City of Maywood, at 4319 E. Slauson Avenue, Maywood, California 90270, at (323) 562-5721 or by email at Planning@cityofmaywood.org.

Members of the public who wish to submit comments in advance of the meeting may do so by emailing their comments to Miguel.Leon@cityofmaywood.org no later than 5:30 p.m. on the day of the meeting. Individuals who are unable to submit comments by email may contact the City Clerk's Office at (323) 562-5714 for assistance. Written comments received by the deadline will be made part of the official record; however, they will not be read aloud during the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Planning Commission meeting, please contact the City Clerk's Office at (323) 562-5714 at least 48 hours prior to the meeting.

Miguel Leon, Deputy City Clerk

Posted: September 3, 2026



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