

**MINUTES OF THE REGULAR MEETING OF
THE PLANNING COMMISSION OF
THE CITY OF LA MIRADA**

AUGUST 21, 2025

CALL TO ORDER

The meeting of the Planning Commission was called to order by Chairman Lee Olsen at 6:30 p.m. in the City Council Chambers at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Chairman Lee Olsen
Commissioner Richard Cline
Commissioner Donn Cottom
Commissioner David Michael Morfin

Absent: Vice Chairman Michael Saenz

Staff: Manuel Muñoz, Community Development Director
Lillian Navarro, Planning and Building Technician
Abigail Urquiza, Planning Technician
Yolanda Recio, Secretary
D. Craig Fox, City Attorney

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF JULY 17, 2025

Commissioner Cline moved, and Commissioner Morfin seconded to approve the minutes of the July 17, 2025 Planning Commission meeting.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Chairman Olsen, Commissioner Cline, Commissioner Cottom,
Commissioner Morfin

NOES: None

ABSENT: Vice Chairman Saenz

ABSTAIN: None

PUBLIC HEARING

2. CONDITIONAL USE PERMIT (CUP) NO. 344: Planning Commission

consideration of a request to operate a new 1,900 square foot café with a drive-through aisle located at 14210 Imperial Highway, within the Imperial Highway Specific Plan (IHSP) Zoning District and finding the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301 of the CEQA guidelines.

Chairman Olsen introduced the item and requested staff's report.

Manuel Muñoz, Community Development Director, introduced Lillian Navarro, Planning and Building Technician, and stated that she would be presenting the item before the Planning Commission for the proposed agenda item.

Lillian Navarro, Planning and Building Technician, reviewed Conditional Use Permit No. 344 via a PowerPoint presentation.

Chairman Olsen opened the public hearing and asked if anyone wished to speak in favor of the item.

Josh Newmaster, on behalf of 7Leaves Cafe, spoke in favor of this item.

There being no one else wishing to speak in favor of the item, Chairman Olsen asked if anyone wished to speak in opposition.

No one spoke.

There being no speakers in opposition to the item, Chairman Olsen closed the public hearing and opened the item for discussion.

Commissioner Morfin had questions regarding the trees.

Ms. Navarro stated that the full proposed landscape plan is in the plans provided.

Chairman Olsen asked how high and how wide the landscape would be.

Mr. Newmaster advised it would be approximately 3 feet wide by 6 inches high.

Commissioner Cottom stated that in one report, at one of the other locations, they served over 3,000 drinks in one day.

Mr. Newmaster stated it is more like 3,000 drinks in a week, not a day.

Commissioner Cottom asked if staff would define "ambient noise."

Mr. Muñoz responded that Municipal Code does have performance standards which include noise, lighting, et cetera. Noise has maximum decibels depending on the use for residential or commercial and believes that for residential it is either 60 or 65 decibels.

Commissioner Morfin asked about parking and whether the majority of customers used the drive-through.

Mr. Newmaster stated that typically for a drive-through location, the majority do go through the drive-through feature.

There being no further discussion, Chairman Olsen closed the public hearing and requested a motion on the item.

Commissioner Cline moved, and Commissioner Olsen seconded to affirm the CEQA Categorical Exemption and adopt Resolution No. P-05-25 approving Conditional Use Permit No. 344 to establish and operate a 1,900 square foot café with a drive-through aisle at 14210 Imperial Highway, within the Imperial Highway Specific Plan (IHSP) Zoning District and finding the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301 of the CEQA guidelines.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

**AYES: Chairman Olsen, Commissioner Cline, Commissioner Cottom,
Commissioner Morfin**
NOES: None
ABSENT: Vice Chairman Saenz
ABSTAIN: None

INFORMATIONAL ITEM

3. MID-YEAR SUMMARY OF 2025 COMMUNITY DEVELOPMENT DEPARTMENT PROJECTS AND ACTIVITIES

Community Development Director, Manuel Muñoz provided a 2025 mid-year update via a PowerPoint presentation of the Community Development Department projects and activities.

PUBLIC COMMENT PERIOD

There were no public comments.

COMMISSION ANNOUNCEMENTS

None.

STAFF ANNOUNCEMENTS

Mr. Muñoz introduced Ms. Abigail Urquiza as the City's new Planning Technician. Ms. Urquiza is a lifelong La Mirada resident and graduate of La Mirada High School. She was a recipient of a La Mirada Public Safety contest award in 2007. Currently, she is entering her second year in the Master of Urban and Regional Planning program at Cal Poly Pomona. Ms. Urquiza has been with the City for two months and has proven to be a valuable addition to the Community Development Department. Her responsibilities include assisting at the public counter, conducting research, and responding to inquiries. We welcome Abigail.

ADJOURNMENT

There being no further business to come before the Commission, the Planning Commission adjourned the meeting at 7:05 p.m. to the next regular meeting to be held on Thursday, September 18, 2025.

Submitted:



Yolanda Recio, Secretary

Attest:



Lee Olsen, Chairman