

Jeff Ortiz, Chair  
Leo Barrera, Vice Chair  
Gracie Retamoza, Commissioner  
Jackie Rubio, Commissioner  
Kenneth Tang, Commissioner



Gerardo Marquez, Director of Community  
Development/Public Works  
Renee Reyes, Secretary  
Adrian De Leon, Assistant City Attorney

## **CITY OF SOUTH EL MONTE**

### **SPECIAL MEETING OF THE SOUTH EL MONTE PLANNING COMMISSION**

#### **AGENDA**

December 17, 2025, 6:00 PM  
1415 Santa Anita Avenue, South El Monte, CA 91733

#### **PUBLIC COMMENT**

Those wishing to participate during Public Comment may do so in person at the South El Monte City Hall Council Chambers, or may submit written public comments by emailing [rreyes@soelmonte.org](mailto:rreyes@soelmonte.org). Emailed public comments are due by 5:00 p.m., and should be limited to no more than 250 words. Written public comments will be provided to the Planning Commission and will be part of the record but will not be read aloud.

To participate during public comment via teleconference, see below:

Link: <https://us02web.zoom.us/j/86581711880>

Webinar ID: 865 8171 1880

Or Call In: 1 669 900 6933, when prompted, enter 86581711880#

#### **LIVE STREAMING OF MEETINGS**

The City of South El Monte live streams the Planning Commission Meetings over the Internet at <https://www.cityofsouthelmonte.org/129/Meeting-Agendas-Minutes>. After the meetings, recordings are immediately posted. NOTE: Your attendance at this public meeting may result in the streaming and recording of your image and/or voice.

#### **AMERICANS WITH DISABILITIES ACT**

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Secretary at (626) 652-3175 at least 72 hours prior to the meeting.

#### **MEETINGS**

The Planning Commission holds regular meetings on the fourth Tuesday of every month. Regular meetings start at 6 p.m. in the Council Chambers at City Hall, 1415 Santa Anita Avenue, South El Monte, California. Special and Adjourned Regular meetings start time are to be determined.

## **POSTING LOCATIONS OF AGENDA AND/OR CANCELLATION NOTICES**

Regular meeting agendas will be posted at least 72 hours before the meeting (Government Code Section 54954(a)(1)).

Agenda and Cancellation Notices can be viewed online (at the link below) and are also posted at the following three (3) locations: City Hall located at 1415 Santa Anita Avenue, Senior Center located at 1556 Central Avenue and the Community Center located at 1530 Central Avenue, South El Monte, California.

## **VIEWING OF AGENDA PACKETS**

Full agenda packet can be viewed either at <https://www.cityofsouthelmonte.org/129/Meeting-Agendas-Minutes> or in the Community Development's Office at City Hall during normal business hours Monday through Thursday 7:00 a.m. to 5:30 p.m. Closed on Fridays and major holidays.

## **ISSUES RELATED TO AGENDA**

For issues related to the agenda, including a disability-related accommodation necessary to participate in this meeting, please contact:

Renee Reyes, Commission Secretary  
Ph (626) 652-3175

**AGENDA BEGINS ON THE FOLLOWING PAGE**

**1. ROLL CALL**

Commissioners: Retamoza, Rubio, Tang, Vice Chair Barrera, and Chair Ortiz

**2. PLEDGE OF ALLEGIANCE**

Vice Chair Barrera

**3. PRESENTATIONS - None**

**4. APPROVAL OF AGENDA**

By motion of the Planning Commission, this is the time to notify the public of any changes to the agenda, remove items from the consent calendar for individual consideration and/or rearrange the order of the agenda.

**5. PUBLIC COMMENT**

Speakers may provide public comments on any matter within the subject matter jurisdiction of the Planning Commission, including items on the agenda. Each speaker will be limited to five minutes. Unless a majority of the Commission objects, the Chair may provide speakers more or less time to speak. All comments or queries shall be addressed to the Commission as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the Planning Commission shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

**6. CONSENT CALENDAR**

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously pulled by a member of the Planning Commission during "Approval of the Agenda" for individual consideration. Any items pulled shall be individually considered immediately after taking action on the Consent Calendar.

**6.a. CONSIDERATION AND APPROVAL OF THE REGULAR PLANNING COMMISSION MEETING MINUTES OF OCTOBER 28, 2025**

**RECOMMENDED ACTION:** Staff is requesting approval of the Minutes of the October 28, 2025, Regular Planning Commission Meeting.

**7. PUBLIC HEARINGS**

**7.a. ADOPTION OF RESOLUTION NO. 25-08 FOR THE PLANNING COMMISSION TO RECOMMEND THAT THE CITY COUNCIL APPROVE ZONE TEXT AMENDMENT (NO. 25-01) TO AMEND SOUTH EL MONTE MUNICIPAL CODE CHAPTER 17.09 AND CHAPTER 5.26 TO ALLOW COMMERCIAL CANNABIS OPERATIONS IN THE MANUFACTURING ZONE AND TO AMEND THE EXISTING REQUIRED BUFFER DISTANCE FROM SENSITIVE USES.**

**RECOMMENDED ACTION:**

- Initiate by motion a Zone Text Amendment (ZTA) to the South El Monte Municipal Code.
- Consider alternative sensitive use and buffer requirements and select an alternative sensitive use and buffer requirement for recommendation to City Council.
- Approve Resolution No. 25-08 to recommend that the City Council approve Zone Text Amendment No. 25-01 (ZTA 25-01) to:
  - Amend the South El Monte Municipal Code Chapter 17.09 to allow retailer commercial cannabis operations as a permitted use within the Manufacturing (M) zone;
  - Amend the South El Monte Municipal Code Chapter 5.26 to add the Manufacturing (M) zone as a permissible zone for retailer commercial cannabis operations and amend the existing required buffer distance from sensitive uses to the alternative requirement selected by Planning Commission.

**8. GENERAL BUSINESS - None**

**9. COMMISSIONERS REPORTS, INCLUDING AB 1234 REPORTS**

AB 1234, section 53232.3(d) requires Members of a legislative body to provide brief reports on meetings attended at the expense of the local agency (i.e., Conferences, seminars, training etc.) at the next regular meeting of the legislative body.

**10. CORRESPONDENCE - None**

**11. COMMISSIONERS AGENDA - None**

**12. STAFF MEMBER COMMENTS - None**

**13. ADJOURNMENT**

**NEXT REGULAR PLANNING COMMISSION MEETING:**

Tuesday, January 27, 2026, at 6:00 p.m.

**CERTIFICATION**

I, Renee Reyes, Secretary, hereby certify under penalty of perjury that a true, accurate copy of the foregoing agenda was posted on December 11, 2025, seventy-two (72) hours prior to the meeting per Government Code 54954.2 at the following locations: City of South El Monte City Hall, Senior Center and Community Center and made available at [www.cityofsouthelmonte.org](http://www.cityofsouthelmonte.org).

*Renee Reyes*  
Secretary