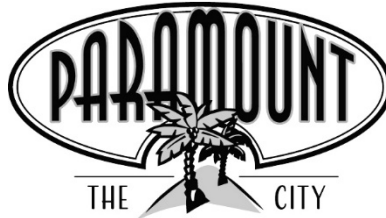


# AGENDA

Paramount Development Review Board  
January 7, 2026



*Safe, Healthy, and Attractive*

Adjourned Meeting  
City Hall Council Chambers  
6:00 p.m.

City of Paramount

16400 Colorado Avenue ♦ Paramount, CA 90723 ♦ (562) 220-2000 ♦ [www.paramountcity.gov](http://www.paramountcity.gov)

## PUBLIC PARTICIPATION NOTICE

**In-person Attendance:** The public may attend the Development Review Board meetings in-person.

**Public Comments:** Members of the public wanting to address the Development Review Board, either during public comments or for a specific agenda item, or both, may do so by the following methods:

- **In-person**

If you wish to make a statement, please complete a Speaker's Card prior to the commencement of the Public Comments period of the meeting. Speaker's Cards are located at the entrance. Give your completed card to a staff member and when your name is called, please go to the podium provided for the public.

- **E-mail:** [planning@paramountcity.gov](mailto:planning@paramountcity.gov)

E-mail public comments must be received **15 minutes prior to the start of the meeting**. The e-mail should specify the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No.; 5) Subject; 6) Written Comments.

All public comments are limited to a maximum of three (3) minutes unless an extension is granted. No action may be taken on items not on the agenda except as provided by law. All public comments will be recorded and rules of decorum and procedures for the conduct of City meetings will apply when addressing the Development Review Board whether in-person or via email.

### Notes

CALL TO ORDER:

Chair Ernie Esparza

ROLL CALL OF  
MEMBERS:

Board Member Javier Gonzalez  
Board Member David Moody  
Board Member Linda Timmons  
Vice Chair Gordon Weisenburger  
Chair Ernie Esparza

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## MINUTES

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1. [APPROVAL OF MINUTES](#) December 2, 2025

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## PUBLIC COMMENTS

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## NEW BUSINESS

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## PUBLIC HEARINGS

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2. [DEVELOPMENT REVIEW APPLICATION NO. 26:001](#) A request by Jose Covarrubias to construct a 568 square foot addition to an existing 650 square foot single-family residence and construct a 426 square foot two-car garage at 6637 Motz Street in the R-2 (Medium Density Residential) zone.

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## COMMENTS

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3. [COMMENTS](#)
  - Board Members
  - Staff

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## ADJOURNMENT

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To a meeting on Wednesday, February 4, 2026, at 6:00 p.m. in the Council Chamber at City Hall, 16400 Colorado Ave., Paramount, California.

**Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (562) 220-2225 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. **Note:** Agenda items are on file in the Planning Department office and are available for public inspection during normal business hours. Materials related to an item on this Agenda submitted after distribution of the agenda packet are also available for public inspection during normal business hours in the Planning Department office. The Planning Department office is located at City Hall, 16400 Colorado Avenue, Paramount.

JANUARY 7, 2026

APPROVAL OF MINUTES

DEVELOPMENT REVIEW BOARD

MOTION IN ORDER:

APPROVE THE DEVELOPMENT REVIEW BOARD MINUTES OF  
DECEMBER 2, 2025.

MOTION:

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

[ ] APPROVED

[ ] DENIED

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

## **DEVELOPMENT REVIEW BOARD MINUTES DECEMBER 2, 2025**

City of Paramount, 16400 Colorado Avenue, Paramount, CA 90723

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### **CALL TO ORDER:**

The meeting of the Development Review Board was called to order by Chair Ernie Esparza at 7:33 p.m. at City Hall, Council Chamber, 16400 Colorado Avenue, Paramount, California.

### **ROLL CALL OF BOARD MEMBERS:**

Present: Board Member Javier Gonzalez  
Board Member David Moody  
Board Member Linda Timmons  
Vice Chair Gordon Weisenburger  
Chair Ernie Esparza

Absent: None

### **STAFF PRESENT:**

Lindsay Thorson, Planning Commission Attorney  
John King, Planning and Building Director  
Monica Rodriguez, Assistant Planning and Building Director  
Ivan Reyes, Associate Planner  
Biana Salgado, Administrative Assistant

## **MINUTES**

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### **1. APPROVAL OF MINUTES November 5, 2025**

Chair Esparza presented the Development Review Board minutes of November 5, 2025 for approval.

It was moved by Board Member Timmons and seconded by Board Member Moody to approve the minutes as presented. The motion was passed by the following roll call vote:

AYES: Board Members Moody and Timmons;  
Vice Chair Weisenburger; Chair Esparza  
NOES: None  
ABSENT: None  
ABSTAIN: Board Member Gonzalez

## **PUBLIC COMMENTS**

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Planning and Building Director King stated that there are no public comments.

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**REPORTS**

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2. ORAL REPORT  
DEVELOPMENT  
REVIEW  
APPLICATION NO.  
25:009 – PROJECT  
UPDATE

Planning and Building Director King introduced Associate Planner Reyes who provided an update to the previously approved Development Review Application No. 25:009, a request by Albert Arvizu/Bestone Construction, Inc. for Paramount Illinois, LLC to construct a 1,225 square foot metal building at 15538 Rosales Alley in the M-2 (Heavy Manufacturing) zone. On October 23, 2025, the applicant requested approval of revised building dimensions after determining that utilizing a prefabricated metal building would be more efficient than proceeding with previously approved custom-designed structure. This modification will maintain consistency with the project's overall intent.

At the conclusion of the presentation, Chair Esparza asked if the beams were installed prior to Planning approval. Associate Planner Reyes stated that no construction has taken place and that the applicant is currently in the plan check phase of the project with the Building and Safety Division.

Board Member Timmons asked if the facade of the building would be updated. Associate Planner Reyes stated that the facade will remain largely as previously designed.

Board Member Moody asked about security for the building.

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**COMMENTS**

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3. COMMENTS

There were no comments from Board Members and staff.

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**ADJOURNMENT**

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There being no further business to come before the Board, the meeting was adjourned by Chair Esparza at 7:39 p.m. to the next Development Review Board meeting to be held on Wednesday, January 7, 2026 at City Hall Council Chamber, 16400 Colorado Avenue, Paramount, California at 6:00 p.m.

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Ernie Esparza, Chair

ATTEST:

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Biana Salgado, Administrative Assistant

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JANUARY 7, 2026

PUBLIC HEARING

DEVELOPMENT REVIEW APPLICATION NO. 26:001

- A. HEAR STAFF REPORT.
- B. OPEN THE PUBLIC HEARING.
- C. HEAR TESTIMONY IN THE FOLLOWING ORDER:
  - (1) THOSE IN FAVOR
  - (2) THOSE OPPOSED
  - (3) REBUTTAL BY THE APPLICANT
- D. MOTION TO CLOSE THE PUBLIC HEARING.

<u>MOTION:</u>	<u>ROLL CALL VOTE:</u>
MOVED BY: _____	AYES: _____
SECONDED BY: _____	NOES: _____
[ ] APPROVED	ABSENT: _____
[ ] DENIED	ABSTAIN: _____

- E. MOTION IN ORDER:

APPROVE A REQUEST BY JOSE COVARRUBIAS TO CONSTRUCT A 568 SQUARE FOOT ADDITION TO AN EXISTING 650 SQUARE FOOT SINGLE-FAMILY DWELLING AND CONSTRUCT AN ATTACHED 426 SQUARE FOOT TWO-CAR GARAGE AT 6637 MOTZ STREET IN THE R-2 (MEDIUM DENSITY RESIDENTIAL) ZONE.

MOTION:

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

[ ] APPROVED

[ ] DENIED

ROLL CALL VOTE:

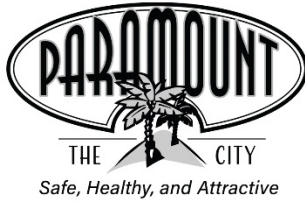
AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_





## **CITY OF PARAMOUNT PLANNING DEPARTMENT STAFF REPORT SUMMARY**

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**PROJECT NUMBER:** Development Review Application No. 26:001

**REQUEST:** Construct a 568 square foot addition to an existing 650 square foot single-family dwelling and construct an attached 426 square foot two-car garage.

**APPLICANT:** Jose Covarrubias

**MEETING DATE:** January 7, 2026

**LOCATION:** 6637 Motz Street

**ZONE:** R-2 (Medium Density Residential)

**GENERAL PLAN:** Single-Family Residential

**PLANNER:** Leslie A. Corrales

**RECOMMENDATION:** Approval



**To:** Honorable Development Review Board  
**From:** John King, AICP, Planning and Building Director  
**By:** Leslie A. Corrales, Assistant Planner  
**Date:** January 7, 2026

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**Subject: DEVELOPMENT REVIEW APPLICATION NO. 26:001  
JOSE COVARRUBIAS**

## **BACKGROUND**

This application is a request by Jose Covarrubias to construct a 568 square foot addition to an existing 650 square foot single-family dwelling and construct an attached 426 square foot two-car garage at 6637 Motz Street in the R-2 (Medium Density Residential) zone. The property is on the north side of Motz Street. The existing single-family dwelling was constructed in 1940.

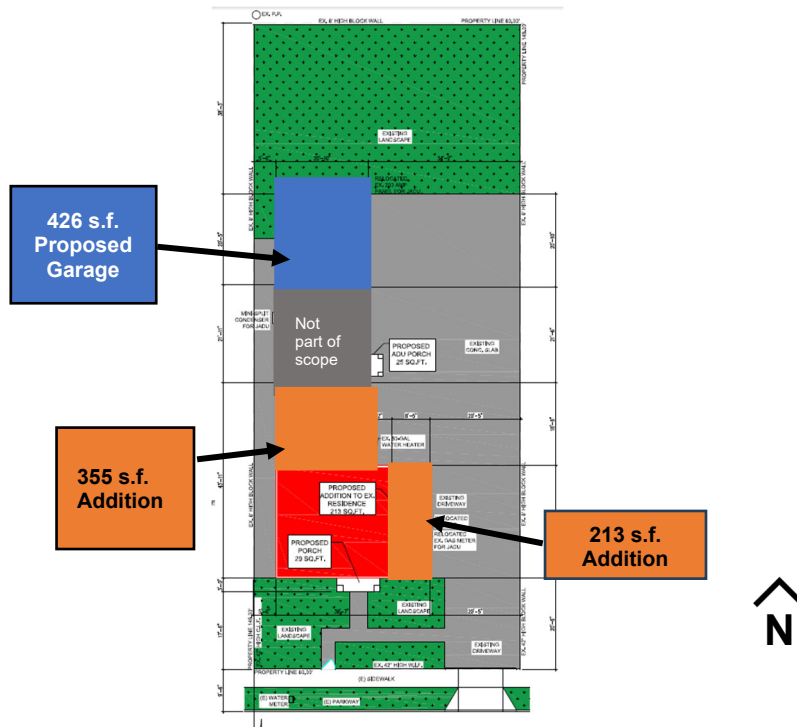
## **DISCUSSION**

The subject parcel comprises a total lot area of 8,700 square feet, with a depth of 145 feet and a street frontage of 60 feet.

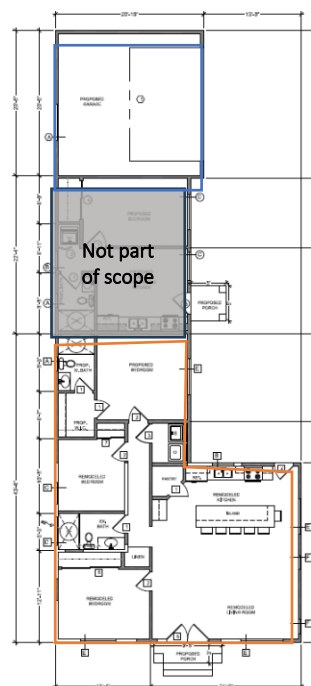
The proposed single-family dwelling unit will feature three bedrooms and two bathrooms. Design elements include lifetime warranty roofing shingles for long-term durability, decorative trim detailing around all window openings to enhance visual appeal, and stone veneer finishes installed in the front and partial side elevation to provide a refined and cohesive exterior aesthetic.

## Plans

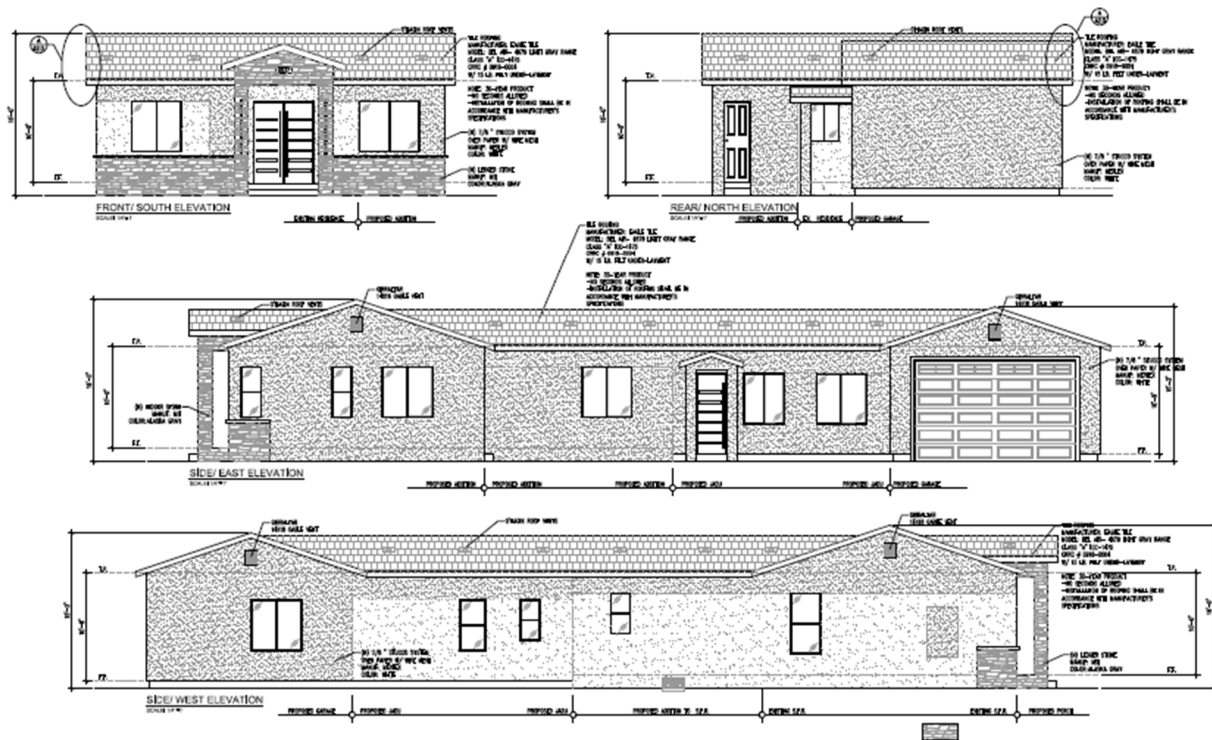
Below is the overall proposed site plan, with the proposed two-car garage shaded in blue and the addition in orange.



Below is the proposed floor plan of the addition and attached two-car garage.



Below are the elevation plans.



The following are color renderings of the project.



## Photos

Below are the site photos from December 17, 2025. The first photo depicts the street view of the property. The second photo depicts the rear of the property where the proposed development will be located.



## Design

The applicant proposes an architectural design with smooth stucco walls and upgraded roofing material. The homes will be decorated with “traditional-style” features and eggshell-colored walls for added character.

As noted above, the applicant is proposing a number of architectural elements for the project to meet City design standards:

- Decorative trim will be applied around windows
- Lifetime “presidential” shingle roofing
- Stone veneer accent along the front facade

Additional property improvements required as conditions of approval include:

- All rooftop vents shall be painted to match the predominant color of the roofing.
- A decorative wall-mounted light fixture shall be installed at each entrance of the buildings. Planning and Building Department review and approval of the lighting and specific locations shall be required.
- Front setback fence/gates shall be reduced in height when exceeding 42 inches.
- With the exception of the 20-foot front setback and gates along the rear alley, six-foot-high block walls shall be installed along the side and rear property lines where no such walls exist. The perimeter walls shall be maintained in good, blemish-free condition.

## **FISCAL IMPACT**

None.

## **VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES**

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity, and guidelines; and provide the framework for policy decisionmaking. The City Council implemented the Strategic Outcomes to provide a pathway to achieving the Vision of a city that is safe, healthy, and attractive. This item aligns with Strategic Outcomes No. 1: Safe Community.

## **RECOMMENDED ACTION**

It is recommended that the Development Review Board approve Development Review Application No. 26:001, subject to the following conditions:

### *General*

1. Conditions. All planning conditions of approval for Development Review Application No. 26:001 shall be printed as general notes on all sets of building plans.
2. Invalid Provision. It is hereby declared to be the intent that if any provision of this application is held or declared to be invalid, the application shall be void and the privileges granted hereunder shall lapse.
3. Violations. It is further declared and made a condition of this application that if any condition hereof is violated or if any law, statute, or ordinance is violated, the approval shall be suspended and the privileges granted hereunder shall lapse, provided that the applicant has been given written notice to cease such violation and has failed to do so within thirty (30) days of receipt of said notification.
4. Material Deviation. Except as set forth in conditions, development shall take place substantially as shown on the approved site plan and elevations. Any material deviation must be approved by the Planning and Building Department before construction.
5. Affidavit. This Development Review Application shall not be effective for any purposes until the applicant has first filed at the office of the Development Review Board a sworn affidavit both acknowledging and accepting all conditions of approval of this Development Review Application. The affidavit shall be submitted by Friday, January 23, 2026. Failure to provide the City of Paramount with the requisite affidavit within the time stated hereinabove shall render the Development Review Application void.

6. One-Year Approval. Approval of this Development Review Application No. 26:001 shall be valid for one (1) year from the date of final approval and shall become null and void unless construction has commenced within this time period or an extension of time is granted administratively pursuant to a written request by the applicant no less than 30 days prior to the expiration date of January 7, 2027. The Director at his or her discretion may grant a one-year extension. The Planning Commission may grant up to a one-year extension at the conclusion of the initial one-year extension. Prior to the granting of the extension request by the Planning Commission, notice shall be given in the same manner as required for the original application. Commencement of development shall mean that appropriate permits have been obtained, and the development has successfully completed the first Building and Safety Division inspection.
7. Colors and Materials. All exterior colors and materials shall be submitted to the Planning and Building Department for approval. All approvals must be obtained prior to installation. Colors and materials shall be approved separately from the design approval and from the working drawings.
8. Alterations. No exterior structural alteration or building color change, other than those colors or building treatments originally approved by this application, shall be permitted without the prior approval of the Planning and Building Department.
9. Lighting. A precise lighting plan shall be submitted showing the location and types of all exterior lighting. The plan shall be subject to the approval of the Planning Division. Approval criteria will emphasize both the functional as well as the decorative nature of the proposed lighting. The parking areas and other common areas shall be illuminated to a demonstrated degree equal to or exceeding one point five candles per foot. The plan and fixture design shall be approved separately from the design approval and from the working drawings.
10. Contractors. Prior to the release of utilities or service connections, final building, electrical, plumbing, and/or mechanical approval, the owner or general contractor shall submit a list of all contractors and/or subcontractors performing work on this project or development to the Planning and Building Department.
11. Business License. All contractors shall obtain a business license to work and/or do business in the City of Paramount.
12. Fees. All applicable development fees are due prior to the issuance of building permits.
13. Fire Department. The plans are subject to Los Angeles County Fire Department approval, including all required conditions of approval of the Land Development Unit of the Fire Prevention Division. The applicant shall pay all associated fire hydrant flow tests fees to the Water Division of the Paramount Public Works Department when the Los Angeles County Fire Department requires a fire hydrant flow test.



14. Utility Plan. A utility plan shall be approved by the Planning Division before a permit is issued. All mechanical equipment and appurtenances of any type, whether located on rooftop, ground level, or anywhere on the building structure or site shall be completely enclosed or screened so as not to be visible from any public street and/or adjacent property. Such enclosure of facilities or screening shall be of compatible design related to the building structure for which such facilities are intended to serve.
15. Graffiti. The applicant shall maintain sufficient quantities of matching exterior paint to remove graffiti, blemishes, and peeling paint. Graffiti shall be promptly painted over with paint to match the predominant surface paint or stucco color. Live plants that have been vandalized with graffiti shall be trimmed to remove the graffiti. Graffiti in the form of window etching shall be promptly removed.
16. Tarps. Tarps are prohibited from use as carports, patio covers, shade covers, and covers for outdoor storage in front setbacks, side setbacks, rear yard areas, over driveways, and in parking and circulation areas.
17. Short-term housing rentals are prohibited.
18. Trash. All trash, debris, and junk throughout the site shall be removed.
19. The property owner and residents shall comply with Chapter 17.118 of the Municipal Code regarding facilities for nonorganic recyclable materials, organic waste, and solid waste.

#### *Construction*

20. Underground Utilities. The applicant shall underground all new onsite utilities so that no overhead electrical, telephone, or cable television lines shall drop from the pole to the structure.
21. Repair Damage. Any damage to the adjacent public streets or private property from project construction shall be promptly cleaned/repared by the applicant.
22. NPDES. The applicant shall comply with all National Pollution Discharge Elimination System (NPDES) regulations.
23. Backflow Device. The location of all backflow devices shall be approved by the Planning and Building Department prior to installation. Backflow devices shall be painted and screened with landscaping as approved by the Planning and Building Department.



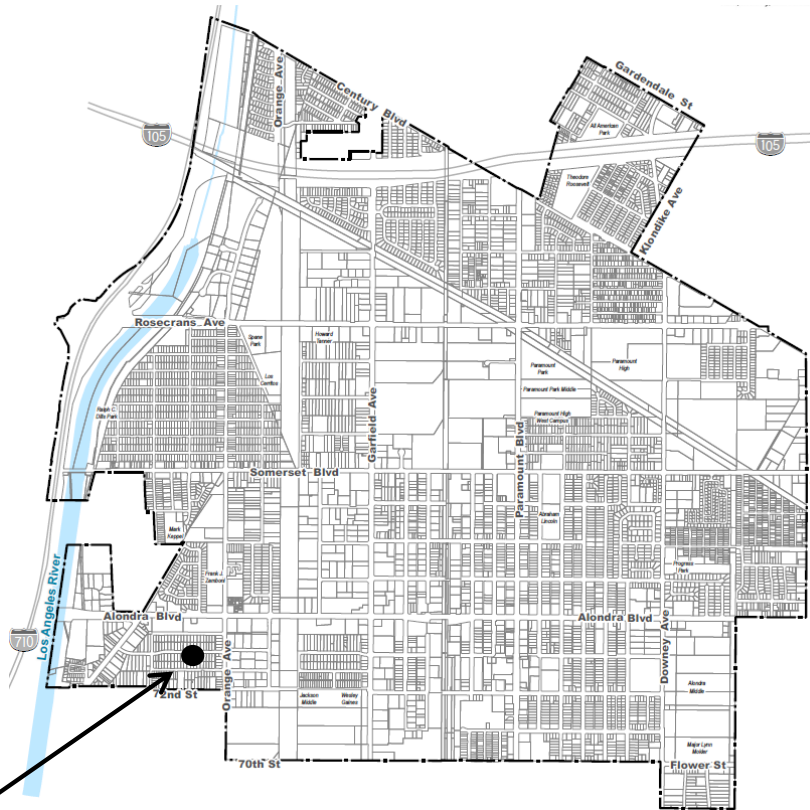
24. Electrical. The location of all electrical panels and meters shall be approved by the Planning and Building Department prior to installation. Electrical panels shall not detract from the primary view of the subject building. Electrical panels and meters shall be screened with landscaping as approved by the Planning and Building Department.
25. Construction Hours. Construction shall take place between 7:00 a.m. to 7:00 p.m. Mondays through Fridays and 8:00 a.m. to 5:00 p.m. on Saturdays. Construction is prohibited on Sundays and national holidays.
26. Roof. The roof of all structures shall be finished with a lifetime “presidential” guarantee shingle as depicted on the approved plans.
27. Dirt and Dust. The applicant shall ensure that the public streets, other public infrastructure, and adjoining private properties remain clean from dirt and other debris during construction. The applicant shall comply with South Coast Air Quality Management District (SCAQMD) Rule 403 regarding reduction of fugitive dust with best available fugitive dust control measures.
28. Chain Link Fencing. With the exception of temporary construction screening fencing that shall be removed at the end of construction, no chain link fence shall be installed. Existing chain link fencing shall be removed.
29. Barbed/Razor Wire. Barbed/razor wire is prohibited.

### *Design*

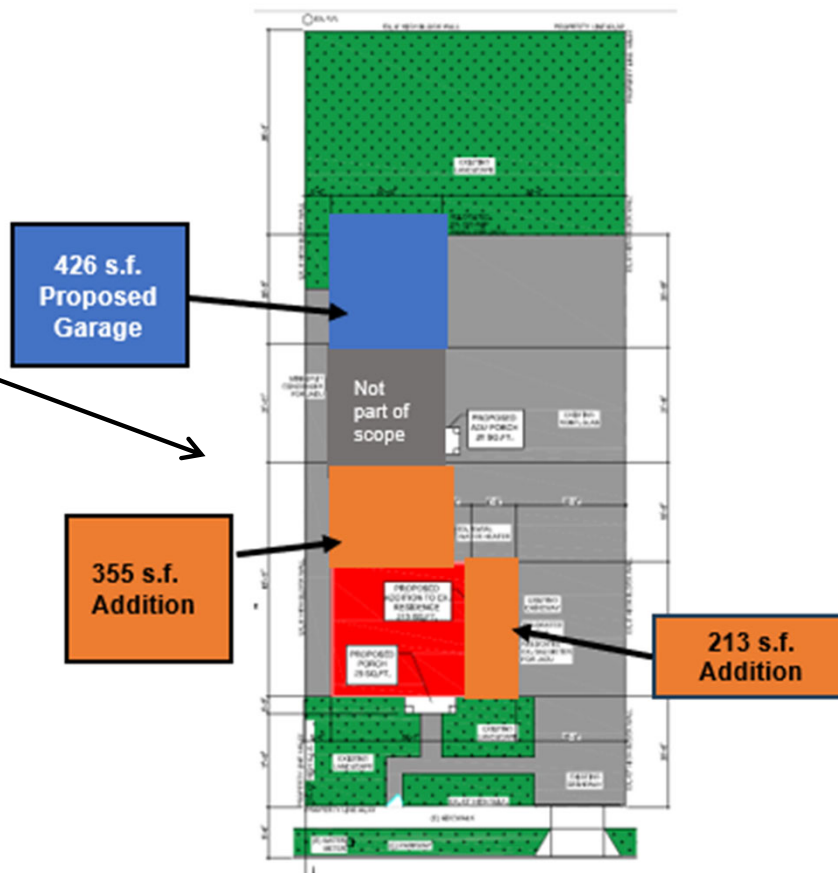
30. Window Bars. Exterior window bars are prohibited.
31. Height. The height of the structure shall not exceed 18 feet. Future additions shall not exceed the height limit of the R-2 zone.
32. Decorative Treatment. The building shall have a stucco finish with stone veneer as decorative treatment as depicted on the elevations.
33. Decorative Trim. The windows shall be finished with a decorative trim.
34. Landscaping. Landscaping on the property including the parkway shall be refurbished and maintained in good condition. Mature trees shall not be removed without prior written authorization from the Planning and Building Department.
35. Parkway Tree. The applicant shall pay for the cost of a shade/canopy tree to be planted in the front parkway along Motz Street at the direction of the Public Works Department. The applicant shall submit payment to the Planning and Building Department and provide a receipt and copy of this signed report to the Public Works Department at 15300 Downey Avenue.

36. Roofing. Roofing material shall be upgraded and will consist of lifetime “presidential” warranty shingle as noted on the plan.
37. Block Walls. With the exception of the 20-foot front setback, a six-foot-high block walls shall be installed along the side and rear property lines where no such walls exist following separate Planning and Building Department review of the specific location, materials, and finish color. The perimeter walls shall be maintained in good, blemish-free condition.
38. Front Setback Fence. Existing and future fences/walls in the 20-foot front setback shall not exceed a height of 42 inches.
39. Digital Plans. An electronic copy (PDF format) of the plans shall be submitted to the Planning Department prior to permit issuance.
40. Final Approval. At the completion of the project, final approval from the Planning Division shall be obtained prior to Building and Safety Division final approval. All conditions of approval shall be met prior to final approval by the Planning Division.

# Development Review Application No. 26:001



Subject  
Property



6637 Motz Street

JANUARY 7, 2026

DEVELOPMENT REVIEW BOARD

COMMENTS FROM BOARD MEMBERS AND STAFF