



CITY OF MONTCLAIR
PLANNING COMMISSION MINUTES

REGULAR ADJOURNED MEETING
Monday, July 8, 2013

COUNCIL CHAMBER
5111 Benito Street, Montclair, California 91763

CALL TO ORDER

Chair Johnson called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Chair Johnson, Vice Chair Flores, Commissioners Martinez, Sahagun and Vodvarka, Community Development Director Lustro, City Planner Diaz, Associate Planner Gutiérrez and Deputy City Attorney Holdaway

Also Present: Deputy City Clerk Smith

OATH OF OFFICE

Deputy City Clerk Smith administered the oath of office to newly appointed Commissioner Manny Martinez for a four-year term from July 1, 2013 to June 30, 2017.

Chair Johnson asked for a moment of silence in honor of Commissioner Vodvarka's wife, Bonnie, who passed away on June 19, 2013.

PLEDGE OF ALLEGIANCE

Chair Johnson led those present in the salute to the flag.

MINUTES

The minutes of the June 10, 2013 regular meeting were presented for approval. Commissioner Vodvarka moved, Commissioner Sahagun seconded, and the minutes were approved 4-0, Commissioner Martinez abstaining because his appointment became effective July 1, 2013 and he was not present at the June 10, 2013 meeting.

ORAL AND WRITTEN COMMUNICATIONS

None.

AGENDA ITEMS

- a. PUBLIC HEARING – CASE NUMBER 2013-18
Project Address: 5541 Arrow Highway, Suite F
Project Applicant: North Montclair, LLC
Project Planner: Silvia Gutiérrez, Associate Planner
Request: Conditional Use Permit to establish a fitness training gym
CEQA Assessment: Categorically Exempt (Section 15301)

Associate Planner Gutiérrez reviewed the staff report.

Commissioner Vodvarka found it difficult to locate the proposed business location because he was unable to find an alpha designation on the building, but he assumed it was the easternmost tenant space. Associate Planner Gutiérrez stated that subject location is the easternmost tenant space in the building facing Arrow Highway and that the suite letters are affixed to the window glass.

Vice Chair Flores commented he was happy to see three small businesses in there and it looked like there would be no parking problems. He also observed work being done in the landscape planters.

Chair Johnson opened the public hearing.

Nancy Schopp, owner of Xtreme NRG Fitness (the applicant), 273 W. 12th Street, Claremont, stated she has been doing fitness for the last ten years and considered herself a very focused and organized person, was very excited to be a part of Montclair and really appreciated the opportunity.

Chair Johnson stated when she reviewed the floor plan, she did not see any shower facilities and asked if this was going to be a "take your class and go" type of facility. Ms. Schopp confirmed that the facility would be an exercise-only facility.

Commissioner Sahagun asked staff if the applicant would have to return in the future if she desired to change her hours if she gets busier. Ms. Schopp stated that she considered her business to be very different from other gyms because she personalizes her workouts and gets to know her clients one-on-one. She added that if the business grows, she will have to move on and look for a bigger space.

Commissioner Vodvarka asked about security. Ms. Schopp replied that she would have an ADT security system.

Hearing no other comments and no one else being present, Chair Johnson closed the public hearing.

Commissioner Sahagun asked about any plans for a sign program. Associate Planner Gutiérrez stated there is an existing sign program for the property. The owner would need to approve submittals to the City for a building-mounted sign and/or monument sign panels. The sign program for the monument sign requires routed-out aluminum face panels with illuminated vinyl letters. Vice Chair Flores suggested they update the sign so it will have the address on the monument sign.

Commissioner Martinez thanked and commended staff for identifying that the recently adopted ordinance (addressing the subject type of business) will be effective later this month soon and he was appreciative that staff was being proactive in attracting business to Montclair.

Vice Chair Flores moved that, based upon evidence submitted, the project is deemed exempt from the requirements of the California Environmental Quality Act (CEQA). Further, the project qualifies as a Class 1 exemption under State CEQA Guidelines Section 15301, seconded by Commissioner Sahagun, there being no opposition to the motion, the motion passed 5-0.

Commissioner Vodvarka moved to approve the proposed Conditional Use Permit under Case No. 2013-18, subject to making the required findings and subject to the conditions in attached Resolution Number 13-1782, seconded by Vice Chair Flores, there being no opposition to the motion, the motion passed 5-0.

INFORMATION ITEMS

Director Lustro apologized for the problematic audio system in the Chamber. He was assured by Information Technology staff that someone would be coming out this week to take a look at the four-year old system and figure out why it is not working.

Director Lustro welcomed Commissioner Martinez to the Planning Commission. Commissioner Martinez has served for a number of years on the Community Action Committee and recently mentioned that he had long been desirous of becoming a Planning Commissioner. Director Lustro also congratulated Commissioner Vodvarka on his re-appointment to the Commission for another four-year term.

Director Lustro informed the Commission that staff received an application today for the third residential project within the North Montclair Downtown Specific Plan, which will be readied for Commission review in the next 60 days.

Director Lustro announced that Assistant Planner Gutiérrez was reclassified to an Associate Planner, effective July 1.

Commission members congratulated Commissioners Martinez and Vodvarka on their appointment and re-appointment, respectively, to the Commission, and congratulated Associate Planner Gutiérrez on her recent promotion.

Commissioner Vodvarka expressed his condolences to Deputy City Attorney Holdaway, whose father passed away on June 13, 2013.

Commissioner Martinez thanked everyone for their well-wishes and looked forward to serving on the Commission.

Chair Johnson asked staff if Commissioners needed to RSVP to the Housing Element Update Workshop, scheduled for July 18. Director Lustro responded that the Commission is welcome to RSVP to Administrative Secretary Laura Berke but it is not required. The workshop is open to the public.

Chair Johnson adjourned the meeting at 7:29 p.m.

Respectfully submitted,

Laura Berke
Recording Secretary