



**CITY OF MONTCLAIR
PLANNING COMMISSION MINUTES**

**REGULAR ADJOURNED MEETING
Monday, May 11, 2015**

**COUNCIL CHAMBER
5111 Benito Street, Montclair, California 91763**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Commissioner Vodvarka led those present in the salute to the flag.

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

MINUTES

The minutes of the April 27, 2015 regular meeting were presented for approval. Commissioner Vodvarka moved, Vice Chair Flores seconded, and the minutes were approved 5-0.

ORAL AND WRITTEN COMMUNICATIONS

None.

AGENDA ITEMS

- a. CASE NUMBER 2014-32 'A'
- | | |
|--------------------|--|
| Project Address: | 4480 Holt Boulevard |
| Project Applicant: | KZMB, LLC, 4480 Holt Investors LLC,
4480 Holt Blvd. Montclair LLC |
| Project Planner: | Michael Diaz, City Planner |
| Request: | Precise Plan of Design for a master sign program |
| CEQA Assessment: | Categorically Exempt (Section 15311) |

City Planner Diaz reviewed the staff report, adding that since the Resolution was prepared and delivered to the Commission, staff has had further conversations with the applicant, necessitating a couple of modifications that are included in the memo in front each Commissioner this evening. Discussion followed regarding the proposed changes.

Commissioner Sahagun asked if the major tenants have been identified. City Planner Diaz stated the known major tenants proposed are WSS Shoes, which would move from its current location at Central and Holt to a larger tenant space here, and Dollar Tree, which would occupy the primary tenant space along the north side of the center.

Vice Chair Flores asked about their proposed monument sign. He has never seen one where the center's name is oriented vertically. He asked if the numbers at the base of the sign are the address range and if the ones along Ramona and Holt would both be the same. City Planner Diaz stated the one with the address range would be placed on the Holt Boulevard frontage. The center has no Ramona Avenue addresses so the sign on the Ramona frontage will just be the name of the center. Vice Chair Flores commented that he was sad to see that they did not take Commissioner Vodvarka's suggestion to use some of the existing bricks (on site) on their sign because it would have looked good on this type of sign.

Commissioner Sahagun asked for clarification that the height of the address numerals will be eight inches. City Planner Diaz confirmed. Commissioner Sahagun commented he thought that is a good idea for easier identification. City Planner Diaz stated it is a requirement of our sign code for monument signs.

Commissioner Martinez moved that, based on the evidence submitted, a finding is made that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15311, Class 11(a), in that the project involves the approval of a sign program to govern the installation of on-premise signs, seconded by Commissioner Sahagun, there being no opposition to the motion, the motion passed 5-0.

Vice Chair Flores moved to approve a Precise Plan of Design for a sign program under Case No. 2014-32 'A' for a master sign program for an approved multi-tenant commercial retail center at 4480 Holt Boulevard, subject to the 22 conditions of approval contained in Resolution No.15-1833, as modified, seconded by Commissioner Vodvarka, there being no opposition to the motion, the motion passed 5-0.

b. CAPITAL IMPROVEMENT PROGRAM (CIP) FISCAL YEARS 2015-20

Project Address: Citywide
Project Applicant: City of Montclair
Project Planner: Michael Diaz, City Planner
Request: Proposed schedule of expenditures to build and maintain public infrastructure
CEQA Assessment: Not a project

City Planner Diaz reviewed the staff report and stated that Public Works Director/City Engineer Michael Hudson was in attendance if the Commission had any specific questions.

Chair Johnson asked if the Commission had recently done this because the items looked familiar. City Planner Diaz stated this was the third time the Commission has reviewed the CIP for consistency with the General Plan, and that there are carryover projects that have not been completed since the last time the Commission reviewed the CIP.

Vice Chair Flores asked Director of Public Works/City Engineer Hudson if there is any progress to report on the 1911 Act for the sidewalks on Ramona Avenue; some of the people (*residents*) are pulling back now, he had everyone talked into it, but it's been so long and he knows staff is busy with other things. Director Hudson replied that staff has developed the petition form and the cost to the property owners would be \$12.50 per lineal foot for the sidewalk. The petition for the Ramona Avenue neighborhood between Moreno and San José has three separate blocks associated with it, including Allesandro Street, and the petitions for all three have been prepared. There are two people who have volunteered to circulate the petition for all three streets and the forms are ready to go; he just has a staff issue right now so we're trying to make time to get them distributed. They have been reviewed by the City Attorney's office and staff has determined that the public hearing that is required is subject to Proposition 218, but we will not schedule the hearing until we have a valid petition. Proposition 218 is subject to a majority protest, but the 1911 Act process requires 60% approval. So, he thought if we got a 60% minimum approval on the petition, it would be unlikely that there would be a 50% protest and he hoped by the end of the month, the petition circulation would be completed.

Commissioner Vodvarka asked if the Huntington Drive main sewer line were to be constructed, would those residents be required to connect or would they be allowed to remain connected to their septic tanks. Director Hudson replied if they have septic tanks that are in good condition they would not be required to hook up to the sewer line. In the event the septic tank failed, they would not be allowed to replace it and would then have to connect to the sewer line.

Commissioner Vodvarka moved and Vice Chair Flores seconded to recommend the Planning Commission find the Capital Improvement Program for Fiscal Years 2015-2020 to be in conformance with the Montclair General Plan (1999), and moved to adopt Resolution No. 15-1830 affirming that the City of Montclair Capital Improvement Program

(CIP) for Fiscal Years 2015-2020 is consistent with the General Plan, as recommended therein, there being no opposition to the motion, the motion passed 5-0.

INFORMATION ITEMS

Director Lustro reminded the Commission that there will be a second meeting in May the day after Memorial Day, Tuesday, May 26. There will be a couple of items on that agenda.

Commissioner Sahagun reiterated his past request that staff require bus shelters to be constructed in conjunction with new projects such as the one reviewed tonight. Director Lustro commented that staff has required bus shelters when possible and when there is a bus stop adjacent to the property frontage. In the case of Orchard Plaza, there are no existing bus stops on either street frontage of the site. The nearest westbound bus stops are just east of 7-Eleven, adjacent to the condominiums, and the next stop to the west is in front of Bellafina. The southbound bus stop is just south of Holt. If there was a bus stop along either or both of the site edges, bus shelters would have been required.

Vice Chair Flores commented that he noticed grading activity at the Montclair Shoppes site had ceased for a short while, but that there was equipment back out on site this week.

Chair Johnson adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Laura Embree
Recording Secretary