

## MONTCLAIR PLANNING COMMISSION MEETING – MAY 26, 2020

### **NOTICE**

**THIS MEETING WILL BE CONDUCTED VIA WEBINAR/TELECONFERENCE.  
THE COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC.**

Pursuant to Sec. 3 of Executive Order N-29-20 issued by Governor Newsom on March 17, 2020, this meeting will be conducted remotely via the ZOOM virtual meeting platform. In compliance with the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will be no in-person meeting location at which the public may appear.

**ALL PARTICIPANTS WILL BE MUTED AUTOMATICALLY UPON ENTERING THE MEETING.  
THE COMMISSION SECRETARY WILL UNMUTE THOSE WHO WISH TO SPEAK AT THE  
APPROPRIATE TIME. PLEASE KEEP YOURSELF ON MUTE WHEN NOT SPEAKING.**

### **LISTEN TO THE MEETING LIVE VIA ZOOM**

Members of the public may participate in this meeting by joining the ZOOM conference via PC, Mac, iPad, iPhone, or Android device using the URL: <https://zoom.us/j/455751692>

If you do not wish for your name to appear on the screen, you may "rename" yourself to be anonymous.

### **VERBAL PARTICIPATION USING ZOOM**

Please use the "Raise Hand" button to request to speak.

If you want to speak and are using a computer or laptop without a microphone or speakers, you will also need to call in for audio using the information below, dialing your Participant ID when prompted.

### **LISTEN TO THE MEETING LIVE VIA TELEPHONE**

The public may participate via phone by dialing the below numbers:

**Teleconference Number: 1-669-900-6833**

**Meeting ID: 963 7224 7819**

**PLEASE DO NOT PUT YOUR PHONE ON "SPEAKER MODE" DURING THE MEETING**

If you are not going to be requesting to speak and do not want your phone number to appear on the screen, dial \*67 before the Teleconference Number.

### **VERBAL PARTICIPATION OVER THE PHONE**

Please dial \*6 to mute and unmute yourself, and \*9 to "raise your hand" to request to speak.

Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda, and when the Meeting's Chair requests comments from the public.

### **VIRTUAL SPEAKER CARDS**

To provide verbal comments during the meeting, please visit [www.cityofmontclair.org/pc-comment](http://www.cityofmontclair.org/pc-comment) to fill out a Virtual Speaker Card to request to speak in advance. Members of the public on the call who did not fill out the Virtual Speaker Card will be given an opportunity to speak after those who requested to speak in advance. Please do not call into the meeting anonymously (renaming yourself in ZOOM or using \*67) if you submitted a Virtual Speaker Card so the Planning Commission Secretary can identify you on the call and unmute you at the appropriate time.

You may also call the Office of the Planning Commission Secretary at (909) 625-9435 to fill out the Virtual Speaker Card over the phone or e-mail your name, phone number if calling in during the meeting, and subject of comment or agenda item to [pcclerk@cityofmontclair.org](mailto:pcclerk@cityofmontclair.org) with the subject line "[Meeting Date] Virtual Speaker Card".

Written comments may be submitted using the Virtual Speaker Card or via e-mail or mail, and will be read aloud during the meeting by the Planning Commission Secretary at the appropriate time (250 word limit). Please submit all Virtual Speaker Cards or written comments at least one hour prior to the meeting's start time.

CITY OF MONTCLAIR  
PLANNING COMMISSION AGENDA  
REGULAR ADJOURNED MEETING  
MAY 26, 2020  
7:00 p.m.

*As a courtesy, please place yourself on mute while the meeting is in session, unless speaking (Dial \*6 on the phone to toggle mute).*

*Persons wishing to make a public comment or speak on an agenda item, including public hearing and closed session items, are requested to complete a Virtual Speaker Card (VSC) at [pcclerk@cityofmontclair.org](mailto:pcclerk@cityofmontclair.org). The Chair will recognize those who have submitted a VSC at the time of the item's consideration and invite those individuals to provide comments on the item at that time. Those who did not fill out a VSC will have an opportunity to speak after those who did by using the "raise hand" function on the ZOOM meeting platform or over the phone by dialing \*9.*

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Chair Barry Rowley, Vice Chair Manny Martinez, Commissioner Sergio Sahagun, Commissioner Ginger Eaton, and Commissioner Jaso Sanchez

**4. APPROVAL OF MINUTES**

The minutes from the April 13, 2020 Planning Commission Meeting are presented for consideration.

**5. ORAL AND WRITTEN COMMUNICATIONS ON NON-AGENDA ITEMS**

The public is invited to address the Planning Commission regarding any items that are not on the agenda. Comments should be limited to matters under the jurisdiction of the Planning Commission. It is respectfully requested that speakers limit their comments to no more than three minutes in length.

Any person wishing to address the Planning Commission on an agenda or non-agenda item should complete a Virtual Speaker Card as described above.

**6. AGENDA ITEMS**

a. PUBLIC HEARING - CASE NUMBER 2020-08

Project Address: 4651 Brooks Street

Project Applicant: Highbrook, LLC

Project Planner: Christine S. Caldwell

Request: Precise Plan of Design for a proposed 56,000 square-foot industrial/warehouse building and associated site improvements

**7. INFORMATION ITEMS**

Although the Planning Commission is prohibited from taking action on or discussing items not on the posted agenda, a member of the Planning Commission may ask for information, request a report back or to place a matter of business on the agenda for a subsequent meeting, ask a question for clarification, make a brief announcement, or briefly report on his or her own activities, provided the foregoing are related to, or within the jurisdiction of, the Planning Commission.

**8. PUBLIC INSPECTION OF MATERIALS**

Reports, backup materials, and additional materials related to this project item can be viewed at <https://www.cityofmontclair.org/agendas> by clicking on the agenda for May 26, 2020

**9. ADJOURNMENT**

The City of Montclair Planning Commission meeting is adjourned to the regularly scheduled meeting of June 8, 2020 at 7:00 p.m. pursuant to Executive Order N-29-20 members of the public will not be permitted to be physically present during this meeting.

**CERTIFICATION OF AGENDA POSTING**

I, Laura Embree, Administrative Secretary for the City of Montclair, hereby certify that a copy of this agenda has been posted on the bulletin board adjacent to the south door of Montclair City Hall on May 21, 2020.