



MONTCLAIR
REGULAR MEETING OF THE
MONTCLAIR PLANNING COMMISSION

to be held in the Council Chambers
5111 Benito Street, Montclair, California

Monday, May 13, 2024
7:00 P.M.

Remote Participation Information:

Zoom Link: <https://zoom.us/j/95858571900>

Dial Number: 1-(669)-900-6833

Meeting ID: 95858571900

To make a public comment or speak on an agenda item, including a public hearing, please complete a Speaker Card located in the Council Chambers or online before the meeting at <https://www.cityofmontclair.org/public-comment/>. Written comments (200-word limit per agenda item and 200-word limit for all non-agenda items combined) and requests to speak can also be emailed to pcclerk@cityofmontclair.org at least one hour before the meeting begins. The chair (or the meeting's Presiding Officer) will call on those who submitted requests to speak at the appropriate time during the meeting.

To watch Planning Commission meetings live, please use the Zoom link information provided above.

AGENDA

- 1. **CALL TO ORDER**
- 2. **PLEDGE OF ALLEGIANCE**
- 3. **ROLL CALL**
- 4. **APPROVAL OF MINUTES**
March 25, 2024

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 an online public comment form as described above.

6. **AGENDA ITEMS**

- A. **CASE NUMBER** 2024-21
- Location of Property** Citywide
- Project Applicant** City of Montclair
- Project Planner** Silvia Gutiérrez

Request:

A proposal to recommend the City of Montclair City Council adopt an Ordinance and Zoning Code Amendment to repeal and replace Chapter 11.23 Municipal Code relating to Accessory Dwelling Units and Junior Dwelling Units in Residential Zones.

CEQA Determination:

The proposed project is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h), which states that “the adoption of an ordinance regarding second units in a single-family or multifamily zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code” are exempt from the requirements of CEQA. Similarly, the ministerial approval of ADUs would not be a project for CEQA purposes, and environmental review would not be required prior to approving individual applications.

- B. CASE NUMBER 2022-07**
- Location of Property 5006-5010 Mission Boulevard**
- Project Applicant New Crossings Development, LLC**
- Project Planner Silvia Gutiérrez**

Request:

A request for a time extension for a Precise Plan of Design associated with a project to develop the subject site was approved on May 9, 2022.

CEQA Determination:

A Mitigated Negative Declaration for the project was approved on May 9, 2022.

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 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. ADJOURNMENT

The next regular meeting of the Planning Commission will be held on May 27, 2024, at 7:00 P.M.

Reports, backup materials, and additional materials related to any item on this Agenda distributed to the Planning Commission after the publication of the agenda packet are available for public inspection on the City’s website at www.cityofmontclair.org/agendas or at Montclair City Hall in the Community Development Department located at 5111 Benito Street, Montclair, from 7:00 A.M. to 6:00 P.M., Monday through Thursday.

If you need special assistance to participate in this meeting, please call (909) 625-9477 or e-mail pcclerk@cityofmontclair.org. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

CERTIFICATION OF AGENDA POSTING

I, Michael Diaz, Secretary of the Montclair Planning Commission, hereby certify that a copy of this agenda was posted on the bulletin board adjacent to the north door of Montclair City Hall on May 9, 2024.



Report on Item Number 6.a

PUBLIC HEARING – CASE NUMBER 2024-21

APPLICATION TYPE	Zoning Code Amendment Ordinance No. 24-1006
NAME OF APPLICANT	City of Montclair
LOCATION OF PROPERTY	Citywide
ENVIRONMENTAL DETERMINATION	Exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA. Guidelines Section 15282(h)
PROJECT COORDINATOR	Silvia Gutiérrez, Senior Planner

PROPOSED ORDINANCE

Ordinance No. 24-1006 updates the Montclair Municipal Code to be consistent with State legislation regarding Accessory Dwelling Units (ADUs) and Junior Accessory Development Units (JADUs) within the City. The intent of the ordinance is to comply with Government Code Sections 65852.2 and 6585.22 as amended by recent legislation (SB 897). Ordinance 24-1006 would amend Chapter 11 of the Montclair Municipal Code by repealing Chapter 11.23 in its entirety and replacing it with the text contained in Exhibit A of Planning Commission Resolution No. 24-1995.

DISCUSSION

Notable changes required by State law regarding ADUs and JADUs include the following:

- Allows for an increase in the height limits for some ADUs. Specifically, an increased maximum height limit for ADUs that are within half a mile of a major transit stop or high-quality transit corridor from 16 feet to 18 feet. It also increased the height limit to 25 feet for an ADU attached to the primary dwelling so long as it is not an ADU that is taller than two stories.
- ADUs built in this manner must still comply with all other local development standards.

- Clarifies that installation of fire sprinklers in an ADU will not be required if fire sprinklers are not required for the primary dwelling unit, and further clarifies that construction of an ADU, by itself, will not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.
- Prohibits a local agency from requiring modifications to an existing multifamily dwelling to satisfy the requirements above.
- Prohibits local agencies from imposing any parking standards on an ADU that is included in an application to create a new single-family or multifamily dwelling unit on the same lot.
- The bill specifies that parking requirements may not be required for ADUs in the following instances:
 - If within a half-mile walking distance of public transit, an architecturally or historically significant historic district, is part of a proposed or existing primary residence, or:
 - If on-street parking permits are required but not offered to the occupant of the ADU, and:
 - If there is a car share vehicle located within one block of the ADU.
- Specifies that enclosed uses within a proposed or existing single-family residence, such as attached garages, are considered part of the primary single-family residence.
- Requires local agencies to review and issue a demolition permit for a detached garage and the proposed ADU at the same time.
- Prohibits a local agency from denying a permit for an ADU due to nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety. Moreover, a local agency is prohibited from denying a permit for an unpermitted ADU that was constructed prior to January 1, 2018, due to a violation of building standards unless the local agency makes a finding that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure.
- Requires the City to approve or deny an application for an ADU or JADU within 60 days of receiving the application.
- Requires the City to justify with a full set of detailed comments describing the deficiencies in the application and explaining how to remedy them.

The proposed ordinance amends the City's local regulatory scheme for the construction of ADUs and JADUs to comply with recently amended provisions of Government Code sections 65852.2 and 65852.22. Failure to comply with Government Code sections 65852.2 and 65852.22 (as amended) renders the City's ADU ordinance null and void, thereby limiting the City to the application of the few default state standards provided in Government Code sections 65852.2 and

65852.22. The approval of ADUs and JADUs based solely on these default statutory standards, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods and negatively impact property values, personal privacy, and fire safety.

PUBLIC NOTICE:

A notice was published in the Inland Valley Daily Bulletin on May 3, 2024. The notice meets the legal notice requirements and is adequate in scope for this project. No comments have been received to date.

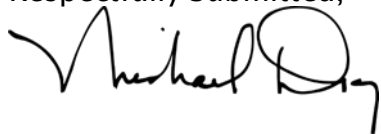
ENVIRONMENTAL REVIEW:

Under Section 21080.17 of the California Public Resources Code (PRC), the adoption of the proposed Ordinance is statutorily exempt from the California Environmental Quality Act (CEQA). Under PRC Section 21080.17, CEQA does not apply to the adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (State ADU law). The proposed Ordinance implements Government Code Sections 65852.2 and 65852.22 within the City of Montclair in a manner that is consistent with the requirements of State ADU law.

RECOMMENDED ACTIONS:

- A. Find this project statutorily exempt from the California Environmental Quality Act (CEQA) under Public Resources Code Section 21080.17 from the requirements of CEQA; and
- B. Adopt Planning Commission Resolution No. 24-1995 recommending the City Council approve Zoning Code Amendment ZCA 2024-21 under Ordinance 24-1006 to repeal and replace Chapter 11.23 of the Montclair Municipal Code relating to the construction of Accessory Dwelling Units and Junior Accessory Dwelling Units in the City of Montclair.

Respectfully Submitted,



Michael Diaz
Director of Community Development

Attachments:

- Exhibit A - Draft Ordinance No. 24-1006 and Draft Code Amendment Text
- Exhibit B - Draft Planning Commission Resolution No. 24-1995

RESOLUTION NO. 24-1995

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MONTCLAIR, CALIFORNIA, RECOMMENDING THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING TITLE 11 OF THE MONTCLAIR MUNICIPAL CODE, REPEALING AND REPLACING CHAPTER 11.23 RELATING TO ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs) IN THE CITY, AND DETERMINE THE ORDINANCE TO BE EXEMPT FROM CEQA (CASE NO. 2024-21).

RECITALS.

WHEREAS, Planning and Zoning Law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

WHEREAS, the State has identified housing shortage as an issue of statewide significance, and the California Legislature has enacted a series of laws to take steps to streamline the production of housing. The proposed Ordinance would provide updated City procedures and development standards for ADUs and JADUs that are consistent with State law; and

WHEREAS, the California Legislature approved, and the Governor signed into law Senate Bill 897 (“SB 897”) to further amend Government Code sections 65852.2 and 65852.22 relating ADUs and JADUs in the State; and

WHEREAS, SB 897 requires that the City amend its existing ADU ordinance to comply with the new provisions of SB 897 and allow the City’s ADU ordinance to remain effective; and

WHEREAS, State law requires that the City deem ADUs to be “a residential use that is consistent with the existing general plan and zoning designation” (Government Code Section 65852.2(a)(1)(C)); and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, staff, special counsel, and the City Attorney prepared this Resolution and the proposed Zoning Code Amendment No. 2024-21, including the proposed language and terminology, and any additional information and documents deemed necessary for the Planning Commission to take action; and

WHEREAS, proposed Ordinance No. 24-1006 is statutorily exempt from the California Environmental Quality Act (CEQA) and the City’s CEQA Guidelines under Public Resources Code section 21080.17 and CEQA Guidelines Section 15282(h), which provide that the adoption of an ordinance regarding ADUs by a city to implement Government Code Section 65852.2 is statutorily exempt from CEQA; and

WHEREAS, on May 3, 2024, the City gave public notice of the public hearing for the proposed ordinance by publishing notice in the *Inland Daily Bulletin*, a newspaper of general circulation; and

WHEREAS, on May 13, 2024, the Planning Commission held a duly-noticed public hearing and considered the staff report, recommendations by staff, and public testimony concerning this Resolution.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF MONTCLAIR DOES RESOLVE, DETERMINE, FIND, AND ORDER AS FOLLOWS:

Section 1. The Planning Commission recommends that the City Council find that, pursuant to Section 21080.17 of the California Public Resources Code (PRC), the adoption of the proposed Ordinance is statutorily exempt from the California Environmental Quality Act (CEQA). Under PRC Section 21080.17, CEQA does not apply to the adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (State ADU law). The proposed Ordinance implements Government Code Sections 65852.2 and 65852.22 within the City of Montclair in a manner that is consistent with the requirements of State ADU law.

Section 2. Based on the entire record before the Planning Commission and all written and oral evidence presented, the Planning Commission hereby finds that the proposed Ordinance, including Zoning Code Amendment No. 2024-21, is consistent with the City's adopted General Plan, as the purpose of the proposed Ordinance is to comply with the amended provisions of Government Code sections 65852.2 and 65852.22. The proposed Ordinance does not otherwise conflict with the General Plan's goals or policies.

Section 3. The Planning Commission hereby recommends that the City Council adopt the attached proposed Ordinance (Exhibit A) entitled: An Ordinance of the City Council of the City of Montclair adopting Zoning Code Amendment 2024-21 to Amend Title 11 of the Montclair Municipal Code, Repealing and Replacing Chapter 11.23 Relating to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) in the City of Montclair.

Section 4. The proposed Ordinance entitled: An Ordinance of the City Council of the City of Montclair adopting Zoning Code Amendment 2024-21 to repeal and replace Chapter 11.23 of the City of Montclair Municipal Code relating to accessory dwelling units and Junior Accessory Dwelling Units and determining the ordinance to exempt from CEQA is on file and has been available for public review for at least ten days prior to the date of this Resolution, in the Community Development Department, at Montclair City Hall, 5111 Benito Street, Montclair, California, 91763.

**APPROVED AND ADOPTED THIS 13TH DAY OF MAY 2024, PLANNING COMMISSION
OF THE CITY OF MONTCLAIR, CALIFORNIA**

By: _____
Manny Martinez, Chair

ATTEST: _____
Michael Diaz, Secretary

I, Michael Diaz, Secretary of the Planning Commission of the City of Montclair, do hereby certify that the foregoing Resolution was duly and regularly introduced, passed, and adopted by the Planning Commission of the City of Montclair at a regular meeting of the Planning Commission conducted on the 13th day of May 2024, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

Exhibit A

ORDINANCE NO. 24-1006

Exhibit A

ORDINANCE NO. 24-1006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTCLAIR ADOPTING ZONING CODE AMENDMENT NO. 2024-21 TO REPEAL AND REPLACE CHAPTER 11.23 OF THE MONTCLAIR MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs) IN THE CITY OF MONTCLAIR AND DETERMINING THE ORDINANCE TO BE EXEMPT FROM CEQA

A. RECITALS.

WHEREAS, the City of Montclair, California (“City”) is a municipal corporation duly organized under the constitution and laws of the State of California; and

WHEREAS, Planning and Zoning Law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

WHEREAS, the State has identified housing shortage as an issue of statewide significance, and the California Legislature has enacted a series of laws to take steps to streamline the production of housing. The proposed Ordinance would provide updated City procedures and development standards for ADUs and JADUs that are consistent with State law; and

WHEREAS, the California Legislature approved, and the Governor signed into law, Senate Bill 897 (“SB 897”) to further amend Government Code sections 65852.2 and 65852.22 relating ADUs and JADUs in the State; and

WHEREAS, SB 897 requires that the City amend its existing ADU ordinance to comply with the new provisions of SB 897; and

WHEREAS, State law requires that the City deem ADUs to be “a residential use that is consistent with the existing general plan and zoning designation” (Government Code Section 65852.2(a)(1)(C)); and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, staff, special counsel, and the City Attorney prepared this Resolution and the proposed Zoning Code Amendment No. 2024-21, including the proposed language and terminology, and any additional information and documents deemed necessary for the Planning Commission to take action; and

Exhibit A

WHEREAS, proposed Ordinance No. 24-1006 is statutorily exempt from the California Environmental Quality Act (CEQA) and the City's CEQA Guidelines under Public Resources Code section 21080.17 and CEQA Guidelines Section 15282(h), which provide that the adoption of an ordinance regarding ADUs by a city to implement Government Code Section 65852.2 is statutorily exempt from CEQA; and

WHEREAS, on May 3, 2024, the City gave public notice of the public hearing on the proposed ordinance before the Planning Commission in the *Inland Daily Bulletin*, a newspaper of general circulation; and

WHEREAS, on May 13, 2024, the Planning Commission held a public hearing and considered the staff report, recommendations by staff, and public testimony concerning the proposed ordinance; and

WHEREAS, on May 13, 2024, the Planning Commission, by a vote of X to X, passed Planning Commission Resolution No. 24-1995 recommending City Council adoption of Ordinance No. 24-1006 to repeal and replace Chapter 11.23 of the Montclair Municipal Code, relating to ADUs and JADUs; and

WHEREAS, on XX, 2024, the City gave public notice of the public hearing for proposed Ordinance No. 24-1006 by publishing notice in the *Inland Daily Bulletin*, a newspaper of general circulation a newspaper of general circulation; and

WHEREAS, on XX, 2024, the City Council held a duly-noticed public hearing and considered the staff report, recommendations by staff, and public testimony concerning proposed Ordinance No. 24-1006; and

WHEREAS, all other legal prerequisites to the adoption of this Ordinance have been satisfied.

NOW, THEREFORE, the City Council of the City of Montclair does ordain as follows:

Section I. The recitals above are each incorporated by reference and adopted as findings by the City Council.

Section II. Under California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the City Council finds that this Ordinance is statutorily exempt from CEQA in that the Ordinance implements the State's ADU law.

Section III. The City Council hereby adopts Zoning Code Amendment 24-1006, and Chapter 11.23 of the Montclair Municipal Code is hereby repealed and replaced to read in its entirety as provided in Exhibit A, attached hereto and incorporated herein by this reference.

Section IV. This Ordinance takes effect thirty (30) days after its adoption.

Exhibit A

Section V. The City Clerk shall either: (a) have this Ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this Ordinance published twice in a newspaper of general circulation within 15 days after its adoption.

Section VI. The City Clerk shall submit a copy of this Ordinance to the Department of Housing and Community Development within 60 days after adoption.

Section VII. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

APPROVED AND ADOPTED this XX day of XX, 2024.

Mayor

ATTEST:

City Clerk

I, Andrea M. Myrick, City Clerk of the City of Montclair, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 24-1006 of said City, which was introduced at a regular meeting of the City Council held on the XX day of XXXX, 2024, and finally passed not less than five (5) days thereafter on the XX day of XXXX, 2024, by the following vote, to-wit:

AYES: XX
NOES: XX
ABSTAIN: XX

Exhibit A

Ordinance NO. 1006 - Updated ADU Regulations

Chapter 11.23 – ACCESSORY DWELLING UNITS

Section 11.23.000 Accessory Dwelling Units

- (a) **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code section 66310 et seq., as amended.
- (b) **Effect of Conforming.** An ADU or JADU that conforms to the standards in this Section will not be:
- (1) Deemed to be inconsistent with the City’s general plan and zoning designation for the lot on which the ADU or JADU is located.
 - (2) Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 - (3) Considered in the application of any local ordinance, policy, or program to limit residential growth.
 - (4) Required to correct a nonconforming zoning condition, as defined in subsection (c)(7) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.
- (c) **Definitions.** As used in this Section, terms are defined as follows:
- (1) “Accessory dwelling unit” or “ADU” means an attached or detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - (A) An efficiency unit, as defined by section 17958.1 of the California Health and Safety Code; and
 - (B) A manufactured home, as defined by section 18007 of the California Health and Safety Code.
 - (2) “Accessory structure” means a structure that is accessory and incidental to a dwelling located on the same lot.
 - (3) “Complete independent living facilities” means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
 - (4) “Efficiency kitchen” means a kitchen that includes all of the following:
 - (A) A cooking facility with appliances.

Exhibit A

- (B) A food preparation counter and storage cabinets that are of a reasonable size in relation to the size of the JADU.
- (5) “Junior accessory dwelling unit” or “JADU” means a residential unit that satisfies all of the following:
 - (A) It is no more than 500 square feet in size.
 - (B) It is contained entirely within an existing or proposed single-family structure. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family structure.
 - (C) It includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure.
 - (D) If the unit does not include its own separate bathroom, then it contains an interior entrance to the main living area of the existing or proposed single-family structure in addition to an exterior entrance that is separate from the main entrance to the primary dwelling.
 - (E) It includes an efficiency kitchen, as defined in subsection (c)(4) above.
- (6) “Living area” means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- (7) “Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.
- (8) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- (9) “Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- (10) “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
- (11) “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.
- (d) **Approvals.** The following approvals apply to ADUs and JADUs under this section:
 - (1) **Building permit Only.** If an ADU or JADU complies with each of the general requirements in subsection (e) below, it is allowed with only a building permit in the following scenarios:

Exhibit A

- (A) **Converted on Single-family Lot:** One ADU as described in this subsection (d)(1)(A) and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
- (i) Is either: within the space of a proposed single-family dwelling, within the existing space of an existing single-family dwelling, or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
 - (ii) Has exterior access that is independent of that for the single-family dwelling; and
 - (iii) Has side and rear setbacks that are sufficient for fire and safety, as dictated by applicable building and fire codes.
 - (iv) The JADU complies with the requirements of Government Code sections 66333 through 66339, as amended.
- (B) **Limited Detached on Single-family Lot:** One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection (d)(1)(A) above), if the detached ADU satisfies each of the following limitations:
- (i) The side- and rear-yard setbacks are at least four feet.
 - (ii) The total floor area is 800 square feet or smaller.
 - (iii) The peak height above grade does not exceed the applicable height limit in subsection (e)(2) below.
- (C) **Converted on Multifamily Lot:** One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection (d)(1)(C), at least one converted ADU is allowed within an existing multifamily dwelling, up to a quantity equal to 25 percent of the existing multifamily dwelling units.
- (D) **Limited Detached on Multifamily Lot:** No more than two detached ADUs on a lot that has an existing or proposed multifamily dwelling if each detached ADU satisfies both of the following limitations:

Exhibit A

- (i) The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the City will not require any modification to the multifamily dwelling as a condition of approving the ADU.
 - (ii) The peak height above grade does not exceed the applicable height limit provided in subsection (e)(2) below.
- (2) **ADU Permit.**
 - (A) Except as allowed under subsection (d)(1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth in subsections (e) and (f) below.
 - (B) The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance. The ADU permit processing fee is determined by the Director of Community Development and approved by the City Council by resolution.
- (3) **Process and Timing.**
 - (A) An ADU permit is considered and approved ministerially without discretionary review or a hearing.
 - (B) The City must approve or deny an application to create an ADU or JADU within 60 days from the date that the City receives a completed application. If the City has not approved or denied the completed application within 60 days, the application is deemed approved unless either:
 - (i) The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or
 - (ii) When an application to create an ADU or JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family or multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.

Exhibit A

- (C) If the City denies an application to create an ADU or JADU, the City must provide the applicant with comments that include, among other things, a list of all the defective or deficient items and a description of how the application may be remedied by the applicant. Notice of the denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection (d)(3)(B) above.
 - (D) A demolition permit for a detached garage that is to be replaced with an ADU is reviewed with the application for the ADU and issued at the same time.
- (e) **General ADU and JADU Requirements.** The following requirements apply to all ADUs and JADUs that are approved under subsections (d)(1) or (d)(2) above:
- (1) **Zoning.**
 - (A) An ADU or JADU subject only to a building permit under subsection (d)(1) above may be created on a lot in a residential or mixed-use zone.
 - (B) An ADU or JADU subject to an ADU permit under subsection (d)(2) above may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.
 - (C) In accordance with Government Code section 66333, as amended, a JADU may only be created on a lot zoned for single-family residences.
 - (2) **Height.**
 - (A) Except as otherwise provided by subsections 0 and 0 below, a detached ADU created on a lot with an existing or proposed single-family or multifamily dwelling unit may not exceed 16 feet in height.

A detached ADU may be up to 18 feet in height if it is created on a lot with an existing or proposed single-family or multifamily dwelling unit that is located within one-half mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, and the ADU may be up to two additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
 - (B) A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height.

Exhibit A

- (C) An ADU that is attached to the primary dwelling may not exceed 25 feet in height or the height limitation imposed by the underlying zone that applies to the primary dwelling, whichever is lower. Notwithstanding the foregoing, ADUs subject to this subsection (e)(2)(B) may not exceed two stories.
 - (D) For purposes of this subsection (e)(2), height is measured above the existing legal grade to the peak of the structure.
- (3) **Fire Sprinklers.**
- (A) Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.
 - (B) The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.
- (4) **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days. This prohibition applies regardless of when the ADU or JADU was created.
- (5) **No Separate Conveyance.** An ADU or JADU may be rented, but, except as otherwise provided in Government Code sections 66340 and 66341, as amended, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).
- (6) **Owner Occupancy.**
- (A) ADUs created under this Section on or after January 1, 2020, are not subject to an owner-occupancy requirement.
 - (B) As required by state law, all JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement in this subsection (e)(6)(B) does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.
- (7) **Deed Restriction.** Prior to the issuance of a building permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office, and a copy must be filed with the Director of Community Development or his designee. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:

Exhibit A

- (A) Except as otherwise provided in Government Code sections 66340 and 66341, as amended, the ADU or JADU may not be sold separately from the primary dwelling.
 - (B) The ADU or JADU is restricted to the approved size and to other attributes allowed by this section.
 - (C) The deed restriction runs with the land and may be enforced against future property owners.
 - (D) The deed restriction may be removed if the owner eliminates the ADU or JADU, as evidenced by, for example, the removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request to the Director, providing evidence that the ADU or JADU has, in fact, been eliminated. The Director may then determine whether the evidence supports the claim that the ADU or JADU has been eliminated. Appeal may be taken from the Director's determination consistent with other provisions of this Code. If the ADU or JADU is not entirely physically removed but is only eliminated by virtue of having a necessary component of an ADU or JADU removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
 - (E) The deed restriction is enforceable by the director or his or her designee for the benefit of the City. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the City is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ADU or JADU in violation of the recorded restrictions or abatement of the illegal unit.
- (8) **Income Reporting.** In order to facilitate the City's obligation to identify adequate sites for housing in accordance with Government Code sections 65583.1 and 65852.2, as amended, the following requirements must be satisfied:
- (A) With the building permit application, the applicant must provide the City with an estimate of the projected annualized rent that will be charged for the ADU or JADU.
 - (B) Within 90 days after each yearly anniversary of the issuance of the building permit, the owner must report the actual rent charged for the ADU or JADU during the prior year. If the City does not receive the report within the 90-day period, the owner is in violation of this Code, and the City may send the owner a notice of violation and allow the owner another 30 days to submit the report. If the owner fails to submit the report within the 30-day period, the City may enforce this provision in accordance with applicable law.

Exhibit A

- (9) **Building & Safety.**
- (A) **Must comply with building code.** Subject to subsection (e)(9)(B) below, all ADUs and JADUs must comply with all local building code requirements.
 - (B) **No change of occupancy.** Construction of an ADU does not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code, unless the Building Official makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection (e)(9)(B) prevents the City from changing the occupancy code of a space that was uninhabitable space or that was only permitted for non-residential use and was subsequently converted for residential use in accordance with this section.
- (f) **Specific ADU Requirements.** The following requirements apply only to ADUs that require an ADU permit under subsection (d)(2) above.
- (1) **Maximum Size.**
 - (A) The maximum size of a detached or attached ADU subject to this subsection (f) is 850 square feet for a studio or one-bedroom unit and 1,000 square feet for a unit with two or more bedrooms.
 - (B) An attached ADU that is created on a lot with an existing primary dwelling is further limited to 50 percent of the floor area of the existing primary dwelling.
 - (C) Application of other development standards in this subsection (f), such as lot coverage, might further limit the size of the ADU, but no application of the percent-based size limit in subsection (f)(1)(B) above, front setback, lot coverage limit, or open-space requirement may require the ADU to be less than 800 square feet.
 - (2) **Setbacks.**
 - (A) An ADU that is subject to this subsection (f) must conform to a 25-foot front-yard setback, subject to subsection (f)(1)(C) above.
 - (B) An ADU that is subject to this subsection (f) must conform to 4-foot side- and rear-yard setbacks.
 - (C) No setback is required for an ADU that is subject to this subsection (f) if the ADU is constructed in the same location and to the same dimensions as an existing structure.

Exhibit A

- (3) **Lot Coverage.** No ADU subject to this subsection (f) may cause the total lot coverage of the lot to exceed 35 percent, subject to subsection (f)(1)(C) above.
- (4) **Minimum Open Space.** No ADU subject to this subsection (f) may cause the total percentage of open space of the lot to fall below 1,000 square feet, subject to subsection (f)(1)(C) above.
- (5) **Passageway.** No passageway, as defined by subsection (c)(8) above, is required for an ADU.
- (6) **Parking.**
 - (A) **Generally.** One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection (c)(11) above.
 - (B) **Exceptions.** No parking under subsection (f)(6)(A) is required in the following situations:
 - (i) The ADU is located within one-half mile walking distance of public transit, as defined in subsection (c)(10) above.
 - (ii) The ADU is located within an architecturally and historically significant historic district.
 - (iii) The ADU is part of the proposed or existing primary residence or an accessory structure under subsection (d)(1)(A) above.
 - (iv) When on-street parking permits are required but not offered to the occupant of the ADU.
 - (v) When there is an established car share vehicle stop located within one block of the ADU.
 - (vi) When the permit application to create an ADU is submitted with an application to create a new single-family or new multifamily dwelling on the same lot, provided that the ADU or the lot satisfies any other criteria listed in subsections (f)(6)(B)(i) through (v) above.
 - (C) **No Replacement.** When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.

Exhibit A

- (7) **Architectural Requirements.**
- (A) The materials and colors of the exterior walls, roof, windows, and doors must match the appearance and architectural design of those of the primary dwelling.
 - (B) The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.
 - (C) The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.
 - (D) The ADU must have an independent exterior entrance apart from that of the primary dwelling.
 - (E) The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.
 - (F) Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.
 - (G) All windows and doors in an ADU are less than 30 feet from a property line that is not a public right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.
- (8) **Landscape Requirements.** Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels as follows:
- (A) At least one 15-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24" box-size plant shall be provided for every ten linear feet of exterior wall.
 - (B) Plant specimens must be at least six feet tall when installed. As an alternative, a solid fence of at least 6 feet in height may be installed.
 - (C) All landscaping must be drought-tolerant and conform with water conservation standards.
- (9) **Protections.** An ADU that is on or within 600 feet of real property and is listed in the California Register of Historic Resources must be located so as not to be visible from any public right-of-way.

Exhibit A

- (g) **Fees.** The following requirements apply to all ADUs that are approved under subsections (d)(1) or (d)(2) above.
- (1) **Impact Fees.**
- (A) No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection (g)(1), “impact fee” means a “fee” under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.
- (B) Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the ADU, divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.)
- (2) **Utility Fees.**
- (A) If an ADU is constructed with a new single-family home, a separate utility connection directly between the ADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.
- (B) Except as described in subsection (g)(2)(A), converted ADUs on a single-family lot that are created under subsection (d)(1)(A) above are not required to have a new or separate utility connection directly between the ADU and the utility. Nor is a connection fee or capacity charge required.
- (C) Except as described in subsection (g)(2)(A), all ADUs that are not covered by subsection (g)(2)(B) require a new, separate utility connection directly between the ADU and the utility.
- (i) The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.
- (ii) The portion of the fee or charge that is charged by the City may not exceed the reasonable cost of providing this service.

Exhibit A

- (h) **Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.**
- (1) **Generally.** The City will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
- (2) **Unpermitted ADUs constructed before 2018.**
- (A) **Permit to Legalize.** As required by state law, the City may not deny a permit to legalize an existing but unpermitted ADU that was constructed before January 1, 2018, if denial is based on either of the following grounds:
- (i) The ADU violates applicable building standards, or
- (ii) The ADU does not comply with the state ADU law (Government Code section 66310 et seq. [as amended]) or this ADU ordinance (Section 11.23.000).
- (B) **Exceptions:**
- (i) Notwithstanding subsection (h)(2)(A) above, the City may deny a permit to legalize an existing but unpermitted ADU that was constructed before January 1, 2018, if the City makes a finding that correcting a violation is necessary to protect the health and safety of the public or of occupants of the structure.
- (ii) Subsection (h)(2)(A) above does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code section 17920.3.
- (i) **Nonconforming ADUs and Discretionary Approval.** Any proposed ADU or JADU that does not conform to the objective standards set forth in subsections (a) through (h) of this section may be allowed by the City with a conditional use permit, in accordance with Chapter 11.78.



PUBLIC HEARING – CASE NUMBER 2022-07

APPLICATION TYPE(S)	Time Extension Request for Precise Plan of Design (PPD) approval.
NAME OF APPLICANT	New Crossings Development, LLC
LOCATION OF PROPERTY	5006-5010 Mission Boulevard (5.13-acre site located on the north side of Mission Boulevard, approximately 250 feet east of Monte Vista Avenue).
GENERAL PLAN DESIGNATION	Business Park
ZONING DESIGNATION	MIP - Manufacturing Industrial Park
EXISTING LAND USE	Existing 8,500 square-foot building to be demolished
ENVIRONMENTAL DETERMINATION	Mitigated Negative Declaration
PROJECT PLANNER	Silvia Gutiérrez, Senior Planner

Project Description

On May 9, 2022, the Planning Commission approved Case No. 2022-07, a General Plan Amendment (GPA), Tentative Parcel Map No. 20393, and Precise Plan of Design (PPD) to allow for a new 115,300 square-foot industrial/warehouse building and associated site improvements on a 5.13-acre site. The City Council approved the General Plan Amendment on June 6, 2022, and granted final approval of Parcel Map No. 20393 on February 20, 2024.

The applicant is requesting a time extension for the PPD portion of the project due to Southern California Edison (SCE) inability to provide full power to the new building until 2026. Approval of the time extension request is intended to preserve the Commission’s approval of the PPD portion of the project.

Planning Division Comments

According to SCE, the existing substation feeding the site needs to be improved in order to have sufficient capacity to provide power to the project site and area. The upgrade of the substation is estimated to be complete sometime in 2026.

Securing sufficient electrical power for new development is typically a routine process, but in recent years, obtaining power has proved to be more difficult for projects within the City and surrounding area. The applicant and City staff have reached out to SCE for better information and to try to find ways of moving the project forward now rather than later. Unfortunately, the applicant must wait. Given the current circumstances, the applicant is reticent to commit capital for developing a building that will remain vacant until sometime in 2026 or longer. As such, the applicant has requested City approval of a time extension for the PPD portion of the project until 2027. When SCE can confirm the availability of power with more preciseness, the applicant will move to obtaining grading and building permits to construct the project.

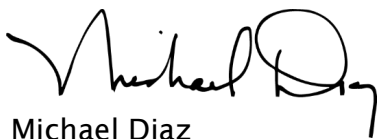
The applicant has followed through with and completed the GPA, Parcel Map, and plan check elements of the approved project. Given the situation believes this request is reasonable. Staff continues to support the project and believes the proposed industrial warehouse development would substantially improve the appearance of Mission Boulevard and the surrounding area by replacing an underutilized and underdeveloped site with a new modern development that results in the efficient use of the site, high-quality site design, and up-to-date site improvements. The conditions of approval identified in Resolution 22-1966 (PPD) and Resolution No. 22-1967 (MND) would continue to be valid and in effect for the project.

Planning Division Recommendation

Staff recommends that the Planning Commission approve the requested time extension by taking the following action:

- A. Move to approve a time extension to December 31, 2027, for the Precise Plan of Design portion of the project approved under Case No. 2022-07, subject to the original conditions of approval identified in Resolution 22-1966 (PPD).

Respectfully Submitted,



Michael Diaz
Director of Community Development

- c: Anthony La and Cary Niu, 138 North Glendora Avenue, Glendora, CA 91741
Roger Deitos, GAA Architects, 8811 Research Drive, Suite 200, Irvine, CA 92618
Madole & Associates 9302 Pittsburgh Avenue, Suite 230, Rancho Cucamonga, CA 91730
Scott Peterson Landscape Architect, Inc., 2883 Via Rancheros Way, Fall Brook, CA 92028