

MINUTES OF THE REGULAR MEETING OF THE CITY OF MONTCLAIR PLANNING COMMISSION HELD ON MONDAY, MARCH 25, 2024, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 5111 BENITO STREET, MONTCLAIR, CALIFORNIA

1. CALL TO ORDER

Chair Martinez called the meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE

Chair Martinez led meeting participants in the Pledge.

3. ROLL CALL

Present: Chair Martinez, Vice Chair Sanchez, Commissioner Sahagun, Commissioner Mendez, City Attorney Robbins, Director of Community Development Diaz, Senior Planner Gutiérrez, and Director of Public Works Heredia.

Absent: Commissioner Patel

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF FEBRUARY 26, 2024

Moved by Vice Chair Sanchez, seconded by Commissioner Sahagun, and carried unanimously 4-0-1 (Patel absent) to approve the minutes of February 26, 2024, Planning Commission meeting.

4. ORAL AND WRITTEN COMMUNICATIONS — None

5. AGENDA ITEMS

PUBLIC HEARING

A. CASE NUMBER	2023-40
Project Address	4711 and 4761 Mission Boulevard
Project Applicant	WC Homes, LLC
Project Planner	Christine Sanchez Caldwell

Request:

A request for approval of Tentative Tract Map No. 20656 and Precise Plan of Design for a 22-lot single-family residential development. The project includes a Density Bonus request that would allow the initial 18-unit single-family development to be increased by four units totaling 22 units. The Density Bonus request would require two of the four additional units to be restricted to lower-income home purchasers, along with one concession/one waiver from development standards in the form of reduced lot widths and lot area for five lots.

CEQA Determination:

The proposed project is to be categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15332 of the State CEQA Guidelines, which covers infill projects in significantly developed areas. The proposed 22 lot infill single-family residential development is consistent with the applicable policies of the General Plan, the City's zoning requirements, is less than five acres in area, has utilities present in the area to serve the development, and contains no rare or endangered plants or species.

Economic Development Consultant Caldwell presented the staff report along with a PowerPoint presentation.

Chair Martinez opened the hearing for public comments on this project.

Jonathan Cook, the applicant, introduced himself and expressed his appreciation to staff for their assistance.

Commissioner Sahagun inquired about the applicant's previous developments in the City, to which Mr. Cook responded.

Council Member Tenice Johnson, who was in attendance, expressed her appreciation for the project and the density bonus program, which addresses low-income residents.

Vice Chair Sanchez inquired about how the applicants for the low-income homes would be chosen. Who can apply, and what are the standards? Consultant Caldwell and Mr. Cook responded and indicated the details for this part of the project would be determined with the follow-up Density Bonus Agreement.

Commissioner Mendez inquired about the small lot sizes, and Director Diaz responded that the lot sizes and layout of the project allowed the project to make the best use of the land, given the existing site conditions and street alignment. Lot sizes and shapes would be in keeping with the existing pattern of the adjoining areas.

Commissioner Mendez expressed his concern about the limited curbside street parking and shared that the City may need to address the overflow parking issues. He also inquired about the landscape maintenance, to which Director of Public Works Heredia and Consultant Caldwell responded that the City will maintain it when an agreement is drafted and executed.

Chair Martinez received clarification on the number of lots of the density bonus. He also inquired about traffic impacts on existing residents both during construction and after. Director Heredia and Mr. Cook responded that existing fencing on the east and west ends of the site would remain during construction. Mr. Cook responded that he would continue to work with City staff to ensure a smooth construction process.

Director Diaz, on behalf of Commissioner Patel, relayed the Commissioner's comments about the details of windows and walls and similar traffic concerns.

There being no speakers, Chair Martinez closed the public hearing.

Commissioner Sahagun shared his appreciation for the new housing projects and expressed that he would like to see single-story home projects for older residents and those with disabilities.

Commissioner Sahagun inquired about the vinyl fences, to which Mr. Cook responded that they would be building block walls, not vinyl fences.

Director Diaz stated that applicable conditions approval could be revised.

Recommended Motion:

- A. Based on the evidence submitted, the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15332 of the State CEQA Guidelines, which covers infill projects in significantly developed areas. The proposed 22-lot infill single-family residential development is consistent with the applicable policies of the General Plan, the City's zoning requirements, is less than five acres in area, has utilities present in the area to serve the development, and contains no rare or endangered plants or species. As such, there is no substantial evidence the project will pose a potentially significant impact on the environment; and

Moved by: Commissioner Mendez

Seconded by: Commissioner Sanchez

Ayes: 4

Noes: 0

Absent: 1

- B. The proposed project is consistent with the City of Montclair's General Plan and Zoning in compliance with the terms of the Density Bonus Law; and

Moved by: Vice Chair Sanchez

Seconded by: Commissioner Sahagun

Ayes: 4

Noes: 0

Absent: 1

- C. Move to recommend City Council approval of Tentative Tract Map No. 20656 to allow the design and improvement of land subdivisions in compliance with the Subdivision Map Act of the State, including the conditions of approval in attached Resolution No. 24-1992; and

Moved by: Commissioner Mendez

Seconded by: Chair Martinez

Ayes: 4

Noes: 0

Absent: 1

- D. Approved the Precise Plan of Design request under Case No. 2023-40 for the site plan, floor plans, elevations, colors, and materials associated with the proposed 22-unit single-family residential subdivision and associated on- and off-site improvements per the submitted plans and as described in the staff report, subject to the conditions of approval contained in Resolution No. 24-1992.

Moved by: Commissioner Sahagun

Seconded by: Vice Chair Sanchez

Ayes: 4

Noes: 0

Absent: 1

- B. **CASE NUMBER** 2023-43
- Project Address** 9700 Central Avenue
- Project Applicant** H & S Energy, LLC
- Project Planner** Christine Sanchez Caldwell

Request:

A request for a Conditional Use Permit and Precise Plan of Design to demolish the existing building (cashier and ancillary sundry sales), and in its place, construct and operate a 1,792 SF convenience store and 661 SF drive-thru car wash/equipment room in conjunction with an existing gasoline fueling station. One existing service bay and canopy will also be demolished as a part of the project.

CEQA Determination:

The proposed project qualifies as a Class 1 exemption under State California Environment Quality Act (CEQA) Guidelines Section 15031 because the proposed project is on a fully developed site, there will be limited site changes not involving grading, and the new additions, convenience market, and car wash will not exceed 2,500 SF.

Economic Development Consultant Caldwell presented the staff report along with a PowerPoint presentation.

Chair Martinez opened the hearing for public comments on this project.

Samir Hijazi, the applicant, provided an introduction and addressed the design features of the site plan and trash enclosure of the project.

There being no speakers, Chair Martinez closed the public hearing.

Commissioner Mendez suggested having a sign with a time limit on the vacuum-unit parking space to ensure the space is reserved for vacuum-unit users only. He also expressed his concern about the condition of the existing perimeter wall and asked the applicant and staff to look closely at the walls to ensure they were in good condition.

Director Diaz stated that staff will work with the applicant to determine the appropriate signage and vacuum placement for the site.

Commissioner Mendez asked for clarification about the number of tanks, the type of fuels offered, recycled water, and waste for the car wash system.

Vice Chair Sanchez inquired if the gas station would remain open during construction. The applicant stated that the business owners hoped to keep the fuel dispensing portion of the project in operation during construction.

Commissioner Sahagun expressed his appreciation for the trash enclosure and received clarification on the number of parking spaces.

Chair Martinez expressed concerns for the safety of the patrons and gas station staff with the ongoing unsolicited activities that may occur around the project site. The applicant indicated that the project includes new lighting and surveillance cameras and that 24/7 hours of operation typically work to alleviate undesired activities.

Consultant Caldwell stated that the conditions for removing telephone booths discourage transient congregations around the gas station.

Director Diaz, on behalf of Commissioner Patel, read the Commissioner's comments about the vacuum unit space and whether the driveway widths were necessary. Director Heredia responded that the proposed driveway approaches were necessary and appropriate for safe and smooth access to the site for gas-fuel trucks.

Recommended Motion:

- A. Based on the evidence submitted, the project is exempted from the requirements of the California Environmental Quality Act (CEQA) under Section 15301 of the State CEQA Guidelines. The project qualifies because it is on a fully developed site, there will be limited site changes not involving grading, and the new additions, convenience market, and car wash structures will not exceed 2,500 SF; As such, there is no substantial evidence the project will pose a potential significant impact on the environment; and

Moved by: Commissioner Sahagun

Seconded by: Vice Chair Sanchez

Ayes: 4

Noes: 0

Absent: 1

- B. Approved the Conditional Use for the construction and operation of an automated drive-thru car wash and 1,792 SF convenience market without alcohol sales in conjunction with the continued operation of a gasoline/fueling station; and

Moved by: Chair Martinez

Seconded by: Commissioner Sanchez

Ayes: 4

Noes: 0

Absent: 1

- C. Approved the Precise Plan of Design request for the site plan, floor plan, elevations, colors, materials, conceptual landscape plan, and sign program pursuant to the Conditions of Approval contained in Resolution N. 24-1993.

Moved by: Commissioner Sahagun

Seconded by: Vice Chair Sanchez

Ayes: 4

Noes: 0

Absent: 1

6. INFORMATION ITEMS

Commissioner Sahagun expressed concerns about the “keep clear” road sign on Monte Vista and requested City staff to help address the traffic concerns.

Commissioner Mendez expressed his appreciation for the Public Works Department's work on street re-striping in the city.

7. PUBLIC INSPECTION OF MATERIALS — None

8. ADJOURNMENT

Chair Martinez adjourned the Planning Commission at 8:48 p.m.

Submitted for City of Montclair Planning
Commission approval,



Sharon Giang, Recording Secretary