

**MINUTES OF THE REGULAR MEETING OF THE CITY OF
MONTCLAIR PLANNING COMMISSION HELD ON MONDAY,
SEPTEMBER 9, 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 ATTENDANCE

Attendee Name	Title	Status
Manny Martinez	Chair	Present
Jaso Sanchez	Vice Chair	Present
Sergio Sahagun	Planning Commissioner	Present
Krishna Patel	Planning Commissioner	Absent
Xavier Mendez	Planning Commissioner	Present
Diane Robbins	City Attorney	Present
Michael Diaz	Director of Community Development	Present
Monica Heredia	Director of Public Works/City Engineer	Present
Silvia Gutiérrez	Senior Planner	Absent
Christine Caldwell	Economic Development Consultant	Absent

**4. MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF
AUGUST 26, 2024**

Moved by Vice Chair Sanchez, seconded by Commissioner Mendez, and carried unanimously 4-0-1 to approve the minutes of the August 26, 2024, Planning Commission meeting.

5. ORAL AND WRITTEN COMMUNICATIONS — None

6. AGENDA ITEMS

PUBLIC HEARING

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

Request:

H & S Energy, LLC is requesting a time extension for the Conditional Use Permit (CUP) approval it received on March 25, 2024, for the project referenced as Case No. 2023-43. The Planning Commission approval included the CUP, as well as the Precise Plan of Design (PPD), for the construction of an automated drive-thru car wash and convenience market at the existing Chevron service located at the southwest corner of Central Avenue and San Bernardino Street.

CEQA Determination:

A Class 1 exemption under the State of California Environmental Quality Act (CEQA) for the project was approved on March 25, 2024.

Director Diaz presented the staff report.

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

As no other members of the public wished to speak, Chair Martinez closed the public comments.

Recommended Motion:

- A. Approved a time extension to March 25, 2024, for the Conditional Use Permit (CUP) and Precise Plan of Design (PPD) approved under Case No. 2024-43, subject to the original conditions of approval identified in Resolution No. 24-1993.

Moved by: Commissioner Sahagun

Seconded by: Vice Chair Sanchez

Ayes: 4

Noes: 0

Absent: 1 (Patel)

B. CAPITAL IMPROVEMENT PROGRAM (CIP) FISCAL YEARS 2024-2029

Location of Property	Citywide
Project Applicant	City of Montclair
Prepared By	Monica Heredia, P.E., Director of Public Works/City Engineer

Request:

General Plan Consistency Report for Five-Year Capital Improvement Program (CIP) for Fiscal Years 2024-2029

CEQA Determination:

A Planning Commission finding of Capital Improvement Program (CIP) compliance with a General Plan is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines.

Director Heredia presented the staff report.

Chair Martinez and Commission Mendez received clarification from Director Heredia regarding the Lease Revenue Bond with Measure I.

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

As no other members of the public wished to speak, Chair Martinez closed the public comments.

Commissioner Mendez inquired whether Measure L, the Utility Users Tax, or Burrtec's annual fee should be included as funding sources for the CIP. Director Heredia clarified these funding sources would be allocated for other projects, but she would work closely with the Finance Department to ensure proper allocation of funds.

Commissioner Mendez expressed enthusiasm for the upcoming projects with the Capital Improvement Program, particularly the Skate Park, which he had worked on closely. He also inquired whether San Bernardino County or the State would contribute funding for the Mission Boulevard Street Improvement project. Director Heredia explained that the City is applying for a grant for the new Central Avenue bridge, which will include funding for Mission Boulevard, and that the project will be coordinated with the San Bernardino County Director of Public Works.

Vice Chair Sanchez shared his excitement about the park improvements, particularly noting the substantial funding allocated for Saratoga Park. He asked for details on the specific improvements planned for the park. Director Heredia explained that Saratoga Park will be a completely new park and will be funded through a grant from Congresswoman Norma Torres' office, Lease Revenue Bonds, and additional grants the City is applying for.

Commissioner Mendez raised concerns about park maintenance, emphasizing the importance of having trained personnel to ensure that the new or upgraded parks remain in good condition.

Chair Martinez expressed his excitement for the new park projects and suggested that the City consider implementing overlay soccer fields, which he has seen in other cities.

Commissioner Sahagun voiced his appreciation for the Capital Improvement Program but expressed concerns about the traffic signal lights at Palo Verde and Fremont, which he felt were not functioning properly. Director Heredia responded that there are already plans in place to address the issue. Commissioner Sahagun also raised concerns regarding underground water and sewer improvements, noting that repaving efforts following utility work often do not meet quality standards. Director Heredia assured him the Public Work's inspector works diligently to follow up with contractors to ensure road repaving meets the required standards. Commissioner Sahagun inquired if CIP funding would be used for staff salaries. Director Heredia confirmed that while some funds are allocated for staff, the majority are dedicated to CIP projects. He also suggested including bike parks in future plans.

- A. Find the Capital Improvement Program for Fiscal Years 2024–2029 to be in conformance with the Montclair General Plan (1999) and move to adopt Resolution No. 24–1999 affirming the City of Montclair Five-Year Capital Improvement Program (CIP) for Fiscal Years 2024–2029 is consistent with the General Plan.

Moved by: Vice Chair Sanchez

Seconded by: Chair Martinez

Ayes: 4

Noes: 0

Absent: 1 (Patel)

7. INFORMATION ITEMS

Director Diaz shared that Planning staff attended the celebration of life for Planning Commissioner Emeritus Luis Flores.

Commissioner Sahagun expressed his appreciation for the City's provision of a facility for the celebration of life, noting that it was a touching gesture in honor of Mr. Flores.

Chair Martinez mentioned that he learned of Planning Commissioner Emeritus Luis Flores's passing while he was out of town. He expressed sadness at not being able to attend the celebration, adding that he had learned a great deal from Mr. Flores during his time on the Planning Commission.

8. ADJOURNMENT

Chair Martinez adjourned the Planning Commission meeting at 7:50 p.m.

Submitted for City of Montclair Planning
Commission approval,


Sharon Giang, Recording Secretary