

**MINUTES OF THE REGULAR MEETING OF THE CITY OF  
MONTCLAIR PLANNING COMMISSION HELD ON MONDAY, MAY  
22, 2023, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBER, 5111  
BENITO STREET, MONTCLAIR, CALIFORNIA**

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**I. CALL TO ORDER**

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

**II. PLEDGE OF ALLEGIANCE**

Chair Martinez led meeting participants in the Pledge.

**III. ROLL CALL**

Present: Chair Martinez, Vice Chair Sanchez, Commissioner Sahagun,  
Commissioner Eaton, Senior Planner Gutiérrez, City Attorney  
Robbins, Executive Director of Engineering/Major Projects  
Manager Hoerning

Absent: Commissioner Patel, Director of Community Development  
Diaz

**IV. APPROVAL OF MINUTES**

**Minutes of the Regular Safety Committee Meeting of December 12,  
2023, and January 23, 2023**

Moved by Vice Chair Sanchez, seconded by Chair Martinez, and carried to  
approve the minutes of December 12, 2023, and January 18, 2023,  
Planning Commission meeting.

**V. ORAL AND WRITTEN COMMUNICATIONS – None**

**VI. AGENDA ITEMS**

**PUBLIC HEARING**

**A. CASE NUMBER            2023-15**  
**Project Address            5045 State Street**  
**Project Applicant        Flanagan Family Trust**  
**Project Planner            Silvia Gutiérrez**

**Request:**

**Request for Conditional Use Permit (CUP) and Precise Plan of Design  
(PPD) to establish a regional hub for a telecommunications company  
with outdoor storage, including the construction of a 5,000 square-  
foot warehouse building and related site improvement on the subject  
2.30-acre site.**

### CEQA Determination

**The Planning Division has determined this project to be categorically exempt from the requirements of the California Environment Quality Act (CEQA), pursuant to Section 15332 of the State CEQA Guidelines, which covers infill projects in significantly developed areas.**

Senior Planner Gutiérrez presented the staff report along with a powerpoint presentation.

Chair Martinez opened the public hearing.

Kelly Flanagan (property owner) and Daniel Acosta (manager) gave an introduction and presentation.

Vice Chair Sanchez inquired about the back vacant area of the site having a fence.

Mr. Acosta stated there would be two gates for the back area, which would be fenced to keep access to authorized personnel only, and the warehouse will be gated for limited access. He also stated the furthest back area of the site will be used for training purposes.

Vice Chair Sanchez received clarification on the motorized gate access on the site.

Commissioner Sahagun inquired if the RV owners had been notified about the changes to the storage business.

Mr. Flanagan stated has been working with other RV storage companies to transition the RVs to a different location smoothly.

Chair Martinez received clarifications on the fiber optics for utility poles and streetlights.

There being no remote or in-person speakers, Chair Martinez closed the public hearing.

Recommended Motion:

- A. Move that, based upon evidence submitted, the Planning Commission finds the CUP for outdoor storage at the subject site, including the construction of a 5,000 square-foot warehouse building and related site improvements are categorically exempt from the requirements of the California Environmental Quality Act (CEQA), under Section 15332 of the State CEQA Guidelines, which covers infill projects in significantly developed areas. The proposed development of the subject site is consistent with the applicable policies of the General Plan, and zoning designation of the site, is less than five acres in area, has utilities present in the area to serve the development, and is similar to other existing industrial and commercial developments and uses in the vicinity. As such, there is no substantial evidence the project will pose a potentially significant impact on the environment.
- B. Approve the Conditional Use Permit and Precise Plan of Design for the site plan, elevations, landscape plan, colors, and materials

associated with the proposed exterior and interior improvements to an existing 5,050 SF building and the construction of a new 5,000 SF warehouse building, and associated site development improvements on the 2.36-acre site at 5045 State Street, per the submitted plans and as described in the staff report, subject to conditions of approval contained in Planning Commission Resolution No. 23-1981.

**Part A.            Moved by: Commissioner Sahagun  
                         Secoded by: Vice Chair Sanchez**

**Ayes: 4  
Noes: 0  
Absent: 1 (Patel)**

**Part B.            Moved by Vice Chair Sanchez  
                         Secoded by: Commissioner Eaton**

**Ayes: 4  
Noes: 0  
Absent: 1 (Patel)**

The project was approved with a 4-0-1 vote, noting Commissioner Patel was absent.


**VII. INFORMATION ITEMS - None**

**VIII. PUBLIC INSPECTION OF MATERIALS - None**

**IX. ADJOURNMENT**

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

Submitted for City of Montclair Planning  
Commission approval,

  
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Sharon Giang, Recording Secretary