



505 South Garey Avenue
Pomona, CA 91766

City of Pomona Planning Commission

Special Meeting Action Minutes

Chairperson Marcos Molina
Vice-Chairperson Edgar Rodriguez
Commissioner Delana Martin-Marshall
Commissioner Alfredo Camacho
Commissioner John Ontiveros
Commissioner Andrew R. Kane
Commissioner Philip Chu

Wednesday, December 16, 2025

7:00 PM

Council Chambers

CALL TO ORDER

Chairperson Molina called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Camacho led the Pledge of Allegiance.

ROLL CALL

Present: Chairperson Marcos Molina
Vice-Chairperson Edgar Rodriguez
Commissioner Delana Martin-Marshall
Commissioner Alfredo Camacho
Commissioner Andrew R. Kane
Commissioner Philip Chu

Absent: Commissioner John Ontiveros

Staff Present: Betty Donovanik, Development Services Director
Geoffrey Starns, Planning Manager
Vinny Tam, Supervising Planner
Carlos Molina, Associate Planner

PUBLIC COMMENT:

None

CONSENT CALENDAR:

None

PUBLIC HEARING:

1. Code Amendment (CODE-000690-2025)

Supervising Planner Tam presented this item.

1. The State has adopted new regulations for ADUs since 2016. Each round has increasingly limited the jurisdiction availability to regulate ADUs
2. AB462 - State emergency declares local agency may issue a Certificate of Occupancy for an ADU when issued with the primary dwellings
3. AB1154 – reduction of owner occupancy requirements – JADU shared bathroom owner occupancy required
4. Expressly prohibits ADU for short term rentals
5. SB9 –must submit a copy of the ADU ordinance to HCD within 60 days
6. SB543 – new definition for interior living space. ADU and JADU of 500 square feet or less are exempt from school impact fees. 15 days for application to be deemed complete.
7. Emergency ordinance was adopted by City Council
8. A nonemergency ordinance to be taken to City Council in January of 2026
9. Recommendation for the Planning Commission to adopt resolution 25-020 recommending the City Council adopt an ordinance amending ADU and JADU regulations in compliance with State Law and exempt from CEQA
10. Informed the Commission of the difference between an accessory dwelling unit (ADU) & jr. accessory dwelling unit (JADU).

Commissioner concerns/questions

1. Commissioner Camacho requested the number of ADU/JADU applications received by the city this year
2. Commissioner Chu asked what the average time is to process a permit. Has the City of Pomona updated the guidelines/brochures for ADUs/JADUs.
3. Chair Molina asked staff to define an ADU and JADU. Data on the number of ADUs vs. JADUs. What is the cost difference between an ADU vs JADU

Moved by Commissioner Chu, seconded by Commissioner Rodriguez, to approve. Motion carried (6-0-0-1).

Ayes: Molina, Rodriguez, Martin-Marshall, Camacho, Chu, Kane

Noes: None.

Abstention: None.

Absent: Ontiveros.

In Opposition: None

In Support: None

DISCUSSION TIME: 15 minutes (7:03 p.m. to 7:18 p.m.)

1. Variance (VAR-000491-2025) for 3200-3214 Riverside Drive

Associate Planner Molina presented this item.

1. Relief for built-to requirement & vehicle access, lot size is 0.5 acre
2. Four commercial structures along with on-site improvements
3. One-story retail building measuring 1,786 square feet and three two-story buildings measuring 3,360 square feet each
4. The property does not have direct access from a city right-of-way (land-locked)
5. Fire access requirement is 60' & site has a width between 59'-99'

Commissioner concerns/questions

1. Commissioner Chu asked about vehicle access on this property
2. Vice-Chair Rodriguez asked what the proposed business for this lot is
3. Commissioner Martin-Marshall asked staff to clarify the parking situation
4. Chair Molina asked if staff received any feedback from the City of Chino

Supervisor Planner informed the Commission that it would be difficult to meet the requirements of the old standards due to the size and shape of the lot.

Moved by Chairperson Molina, seconded by Commissioner Chu, to approve. Motion carried (6-0-0-1).

Ayes: Molina, Rodriguez, Martin-Marshall, Camacho, Chu, Kane
Noes: None.
Abstention: None.
Absent: Ontiveros.

In Opposition: None

In Support: Bill Estanislau

DISCUSSION TIME: 20 minutes (7:19 p.m. to 7:39 p.m.)

STAFF COMMUNICATION:

Supervising Planner Tam has confirmed that our online handout for ADUs has been updated.

ADJOURNMENT:

The meeting was adjourned at 7:40 P.M. to the meeting of January 11, 2026 at 7:00 P.M.

Respectfully submitted,

Prepared by,

Geoffrey Starns, AICP, AIA, LEED AP
Planning Manager

Miroslava PourSanae
Administrative Assistant