



505 S. Garey Ave  
Pomona, CA 91766

# City of Pomona

## Zoning Administrator

### Draft Action Minutes

*Zoning Administrator Ata Khan*

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Wednesday, June 18, 2025

3:30 PM

Council Chambers

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#### **CALL TO ORDER**

Zoning Administrator Khan called the meeting to order at 3:30 p.m. in the Council Chambers.

#### **PLEDGE OF ALLEGIANCE**

Zoning Administrator Khan led the Pledge of Allegiance.

#### **ROLL CALL**

Ata Khan, Zoning Administrator

#### **CONSENT CALENDAR**

None

#### **PUBLIC HEARING ITEMS**

1. Development Plan Review (DPR-022373-2023)

Project Address: 1438 W. 11<sup>th</sup> Street (APN: 8349-026-059)

Senior Planner Barron presented the item.

1. Proposed project 10 units SB330 applicable (20 units an acre)
  2. Project is unable to comply with the front yard setback
  3. Currently developed on site two detached single family dwelling units
  4. Categorical Exempt in Compliance with Class 32, Section 15332 (In-Fill Development)
  5. She is recommending the following addition to Resolution no. 47 submitted by Public
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Works.

A motion by Zoning Administrator Khan to approve Development Plan Review (DPR-022373-2023) with condition (1) an addition to the resolution requested by Public Works (no. 47 of resolution) (2) to include a 95-gallon trash enclosure for organics (3) to stucco and/or soften the appearance of the precision wall from the street

A public comment letter from the Housing Development Defense Fund was submitted.

ZA Resolution No. 24-002

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 35 minutes (3:31 p.m. to 4:06 p.m.)

## 2. Development Plan Review (DPR-021912-2023)

Project Address: 100 E. Holt Avenue (APNs:8336-021-006, 007, 008)

Associate Planner Fortune presented the item.

1. Proposed project is a major façade remodel of an existing eating establishment – Jack-in-the-Box
2. Corridors Specific Plan adopted in 2014 prohibits all drive-through configuration for this site. This site does allow for a drive-through (legal non-conforming).
3. He stated that he will work with the applicant to increase the number of trees.
4. Drive through window will be relocated closer to Holt Avenue
5. Existing trash enclosure will be demolished and relocated
6. Qualifies for reduced parking from 13 to 10
7. Qualifies for Exemption, Class 1

A motion by Zoning Administrator Khan to approve Development Plan Review (DPR-021912-2023) with condition (1) applicant work with the city on stripping, signage or small median solution to address the in-n-out.

OPPOSITION: None

IN SUPPORT: George

DISCUSSION TIME: 35 minutes (4:07 p.m. to 4:42 p.m.)

## **ADJOURNMENT**

The Zoning Administrator meeting was adjourned by Deputy Director Khan at 4:43 p.m. to a date, time, and location to be determined.

Respectfully submitted,

Prepared by,

Goeffrey Starns  
Planning Manager

Miroslava PourSanae  
Administrative Assistant