

City of Pomona

505 S. Garey Ave.
Pomona, CA 91766



Regular Meeting Agenda

Wednesday, June 18, 2025

3:30 PM

Council Chambers

Zoning Administrator

PLEASE NOTE:

Any member of the public may speak on any item under review by the Zoning Administrator after "being recognized" by the Zoning Administrator. After the Zoning Administrator recognizes you, state your name and address. Generally, after the item is introduced, the order of presentation begins with staff introduction and presentation. The project applicant or his/her authorized representative may then comment. Next, interested members of the public may speak. Additional comments by the applicant or staff, as appropriate, may follow.

Staff and the public are reminded that they must preserve order and decorum throughout the Hearing. In that regard, staff and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the Zoning Administrator constitutes a violation of these rules.

- Each speaker will be permitted to speak for three (3) minutes to address items that are listed on the agenda or topics, which are within the jurisdiction authority of the Zoning Administrator.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the hearing will be permitted. Any person not adhering to these rules may be asked to leave.
- We ask that you please respect the business nature of this hearing and the order required for the proceedings conducted.

At the close of testimony, the matter will return to the Zoning Administrator for discussion and action.

GENERAL INFORMATION:

Zoning Administrator Hearings are scheduled on a submittal basis and usually scheduled once an application is ready to be scheduled. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act. Interested persons must request the accommodation at least two working days in advance of the meeting by contacting the Planning Division (909) 620-2191.

All documents submitted for the public hearing will become public information. Plans and other supporting documents are available at the Development Services Department at 505 N. Garey Avenue. They are also posted on the City of Pomona's website (<http://www.ci.pomona.ca.us>). Plans and other supporting documents may be viewed any day. Copies will be provided at cost when feasible.

The Development Services Department is generally open 7:30 a.m. to 6:00 p.m., Mondays through Thursdays.

We appreciate your interest in the conduct of your City's business. Information about the City or the items discussed in this report may be referred to: City of Pomona, Development Services Department, 505 N. Garey Avenue, Pomona, CA 91769, (909) 620-2191.

A. CALL TO ORDER:

Ata Khan, Zoning Administrator

B. PLEDGE OF ALLEGIANCE:

Ata Khan, Zoning Administrator

C. ROLL CALL:

Ata Khan, Zoning Administrator

D. CONSENT CALENDAR:

All items listed on the Consent Calendar may be enacted by a single motion without separate discussion.

E. PUBLIC HEARING:**1. Development Plan Review (DPR-022373-2023)**

Project Address: 1438 W. 11th Street [APN: 8349026059]

Project Applicant: Eleventh And Buena Vista LLC, Jorge Gutierrez

Project Planner: Alina Barron, Senior Planner

Council District: CC District No. 2

A request to develop for 10-unit housing development project on a +/- .72-acre property with three, two-story structures featuring parking garages, common open spaces, and guest parking. The Property is located within the Residential Neighborhood District 1 (RND1). Pursuant to the provisions of CEQA (Public Resources Code, Section 21084 et. seq.), the guidelines include a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. The Zoning Administrator will consider adopting a Class 32 Categorical Exemption in compliance with Section 15332 - In- Fill Development at the public hearing as part of this action.

Recommendation:

Staff recommends that the Zoning Administrator approve DPR-022373-2023 and adopt ZA Reso. No. 25-002, subject to conditions.

Attachments: [Staff Report](#)

[Attachment 1: Draft ZA Resolution No. 25-002](#)

[Attachment 2: Project Plans \(6-2025\)](#)

[Attachment 3: Site Photographs](#)

[Attachment 4: Notice of Exemption](#)

[Attachment 5: Copy of Public Notice](#)

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

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

Project Applicant: Gabriela Marks, Marks Architects

Project Planner: Alan Fortune, Associate Planner

Council District: CC District No. 4

A request for a Development Plan Review (DPR) to conduct a major façade remodel of an existing eating establishment, currently operating as a “Jack-in-the-Box,” including the demolition of 154 square feet of the existing building, as well as a twenty (20) square foot addition and associated site improvements on a +/- 14,332 square foot (0.33 acre) site within the Downtown Gateway Segment of the Pomona Corridors Specific Plan (PCSP). Pursuant to the provisions of CEQA (Public Resources Code, Section 21084 et. seq.), the guidelines include a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. The Zoning Administrator will consider adopting a Class 1

Categorical Exemption in compliance with Section 15301 (Existing Facilities) at the public hearing as part of this action.

Recommendation:

Staff recommends that the Zoning Administrator approve DPR-021912-2023 and adopt ZA Reso. No. 25-003, subject to conditions.

Attachments:

[Staff Report](#)

[Attachment 1 - Draft ZA Resolution No. 25-003](#)

[Attachment 2 - Site Plans and Elevations](#)

[Attachment 3 - Site Photographs](#)

[Attachment 5 - PC Resolution No. 4646](#)

[Attachment 4 - Public Hearing Notice](#)

ADJOURNMENT:

The City of Pomona Zoning Administrator Hearing is hereby adjourned to a date, time, and location to be determined.

CERTIFICATION OF POSTING AGENDA:

I, Geoffrey Starns, AICP, AIA, LEED AP, Planning Manager for the City of Pomona, hereby certify that the agenda for the June 18, 2025 meeting of the Zoning Administrator was posted in City Hall, near the door of the City Council Chambers, and on the City's website www.pomonaca.gov on June 12, 2025. I declare under the penalty of perjury that the foregoing is true and correct.

/s/Geoffrey Starns, AICP, AIA, LEED AP, Planning Manager