



City of Pomona

Planning Commission

Draft Action Minutes

Chairperson Alfredo Camacho
Vice-Chairperson John Ontiveros
Commissioner Delana Martin-Marshall
Commissioner Marcos Molina
Commissioner Ron VanderMolen
Commissioner Edgar Rodriguez
Seat Vacant – District no. 6

Wednesday, January 22, 2025

7:00 PM

Council Chambers

CALL TO ORDER

Chairperson Alfredo Camacho called the Planning Commission meeting to order at 7:03 p.m. in the Council Chambers.

PLEDGE OF ALLEGIANCE

Chairperson Alfredo Camacho led the Pledge of Allegiance.

ROLL CALL

Present: Chairperson Alfredo Camacho
Commissioner Delana Martin-Marshall
Commissioner Marcos Molina
Commissioner Ron VanderMolen

Absent: Vice-Chairperson John Ontiveros
Commissioner Edgar Rodriguez

Staff Present: Betty Donovanik, Director of Development Services
Ata Khan, Deputy Director of Development Services
Geoffrey Starns, Planning Manager
Alina Barron, Senior Planner

PUBLIC COMMENT

None

COMMISSIONER COMMUNICATION

Commissioner Martin-Marshall introduced herself to the Commission, staff and the public.

Commissioner Marcos Molina introduced himself to the Commission, staff and the public.

CONSENT CALENDAR

1. Approval of the Action Minutes from the December 11, 2024 Planning Commission Meeting.

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (4-0-0-2) to approve the consent calendar.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:03 p.m. to 7:04 p.m.)

2. Time Extension (EXT 001781-2024)

Project address: 312 W. Franklin Avenue

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (4-0-0-2) to approve the consent calendar.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:03 p.m. to 7:04 p.m.)

3. Time Extension (EXT 001729-2024)

Project address: 1320 W. Second Street

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried

by a unanimous vote of the members present (4-0-0-2) to approve the consent calendar.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:03 p.m. to 7:04 p.m.)

4. Time Extension (EXT 000053-2025)

Project address: 3101 W. Temple Avenue

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (4-0-0-2) to approve the consent calendar.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:03 p.m. to 7:04 p.m.)

5. Time Extension (EXT 001785-2024)

Project address: 110 E. Foothill Boulevard

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (4-0-0-2) to approve the consent calendar.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:03 p.m. to 7:04 p.m.)

PUBLIC HEARING ITEMS

1. Zoning Code Amendment (CODE 001403-2024)

Project Address: Citywide

A motion by Commissioner Molina, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (4-0-0-2) to continue the item to the meeting of February 12, 2025.

Chairperson Alfredo Camacho - yes; Vice-Chairperson John Ontiveros - absent; Commissioner Martin-Marshall – yes; Commissioner Molina – yes; Commissioner VanderMolen – yes; Commissioner Rodriguez – absent (Seat Vacant – District No. 6).

OPPOSITION: None

IN SUPPORT: None

DISCUSSION TIME: 1 minute (7:05 p.m. to 7:06 p.m.)

DISCUSSION ITEMS

1. Discussion – Minor Revisions to the Pomona Zoning & Development Code

Staff facilitated a discussion to begin exploring how the City may approach resolutions to issues found within the new Zoning & Development Code Nonconformities – Form & Frontage Exceptions.

Planning Manager Starns stated that the Code has been implemented for about six months, and we have noticed that there are some issues that we wanted to bring to your attention. He said that staff would bring forward the Landscape Section of the Code and minor code issues in the spring. He said that the issues today affects development.

Senior Planner Barron mentioned that we adopted a module framework, which really enables us to implement all of our Form Base Policies in our General Plan, Community Design chapters and Housing chapters. She said the minor revisions that we are proposing in administration is in the nonconforming section. She stated that the goal in the nonconforming section is to provide relief for the requirements of the zoning code. She mentioned that it is meant to address any existing nonconformities and how someone could potentially do some alterations to his or her property. She said that the issues are (1) frontage built to exceptions apply wholesale to all properties regardless of context (2) frontage unintentionally limits single family home additions or incremental developments of historically single family properties (3) accessory building units as last resort do to not being able to comply with frontage. She provided various scenarios to the Commissioners to help them understand the issues staff has been dealing with the last several months. She said we are currently proposing as resolutions (1) to work with Public Works to create general conditions of approval for street improvements (2) revised the language to state non-residential construction with a lower threshold than 22,500 square feet; in phase one to create the objectives design standards and improve the gold procedures in the admin code; phase two to include the new signage regulations with additional site standards and removal of the previous sign regulations (3) landscaping regulations with site standards that are consistent with state law (4) minor revisions to the new zoning code for all other sections.

Senior Planner Barron gave kudos to Planning Technician Louisa Alfaro for identifying some of

the issues brought before the Commission.

Discussion only, no action taken.

DISCUSSION TIME: 37 minutes (7:07 p.m. to 7:44 p.m.)

STAFF COMMUNICATION

Deputy Director Khan mentioned that the 2025 National APA Conference has selected our Zoning Code Update as a panel discussion.

ADJOURNMENT

The Planning Commission meeting was adjourned by Chairperson Camacho at 7:45 p.m. to the next regularly scheduled meeting of February 12, 2025 at 7:00 p.m.

Respectfully submitted,

Prepared by,

Geoffrey Starns
Planning Manager

Miroslava PourSanae
Administrative Assistant