



505 S. Garey Ave  
Pomona, CA 91766

# City of Pomona

## Zoning Administrator

### Draft Action Minutes

*Zoning Administrator Betty Donovanik*

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Wednesday, July 2, 2025

3:30 PM

Council Chambers

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#### **CALL TO ORDER**

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

#### **PLEDGE OF ALLEGIANCE**

Zoning Administrator Donovanik led the Pledge of Allegiance.

#### **ROLL CALL**

Betty Donovanik, Zoning Administrator

#### **CONSENT CALENDAR**

1. Approval of Action Minutes from the Zoning Administrator meeting of June 18, 2025.

A motion by Zoning Administrator Donovanik to approve the Action Minutes for the ZA meeting of June 18, 2025.

#### **PUBLIC HEARING ITEMS**

1. Development Plan Review (DPR-001227-2024)

Project Address: 252 W. Franklin Avenue

Senior Planner Barron presented the item.

1. Vacant parcel 0.56 acres proposing 15 attached three-story dwellings
  2. Townhome development without a tractmap 3bed, 3 bath
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3. Project will utilize California state density bonus
4. 15 units of low-income affordability levels
5. Requesting the height maximum of 3 floors, 34 feet
6. Exempt from the provisions of CEQA

A motion by Zoning Administrator Donavanik to approve Development Plan Review (DPR-001227-2024) with conditions: (1) parking garage must be used for cars not storage (2) decorative block walls around the perimeter (west, south & east of the property) (3) applicant shall work with staff to select adequate material for the mesh.

OPPOSITION: None

IN SUPPORT: Abraham Sandoval  
Jay B., Principal Architect

DISCUSSION TIME: 26 minutes (3:31 p.m. to 3:57 p.m.)

## 2. Development Plan Review (DPR-018805-2022)

Project Address: 2185 N. Towne Avenue

Associate Carlos Molina presented the item.

1. Proposing a three-story, nine-unit housing development, 0.20 acres
2. Under SB330 provisions, the project did apply the R-4 height residential standards which allowed 37 units per acre, 8 housing development – challenges arouse due to the size of the lot
3. The project was redesigned to meet the Neighborhood Edge standards
4. Project requires six parking spaces, however, proposing eight parking spaces
5. Project meets the 20% landscaping requirement
6. Project will utilize California state density bonus
7. 13% of units designated as low-income rental rate
8. Exempt from the provisions of CEQA

A motion by Zoning Administrator Donavanik to approve Development Plan Review (DPR-018805-2022) with condition: (1) trash enclosure shall include a cover (2) cap on any block wall.

OPPOSITION: None

IN SUPPORT: Tony Chotibhongs

DISCUSSION TIME: 26 minutes (3:58 p.m. to 4:24 p.m.)

## **ADJOURNMENT**

The Zoning Administrator meeting was adjourned by Zoning Administrator Donavanik at 4:25 p.m. to a date, time, and location to be determined.

Respectfully submitted,

Prepared by,

Geoffrey Starns  
Planning Manager

Miroslava PourSanae  
Administrative Assistant