



505 S. Garey Ave  
Pomona, CA 91766

# City of Pomona

## Planning Commission

### Draft Action Minutes

*Chairperson John Ontiveros*  
*Vice-Chairperson Yesenia Miranda Meza*  
*Commissioner Alfredo Camacho*  
*Commissioner Gwen Urey*  
*Commissioner Ron VanderMolen*  
*Commissioner Kristie Kercheval*  
*Commissioner Dr. Kyle Brown*

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Wednesday, December 13, 2023

7:00 PM

Council Chambers

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#### **CALL TO ORDER**

Chairperson John Ontiveros called the Planning Commission meeting to order at 7:00 p.m. in the Council Chambers.

#### **PLEDGE OF ALLEGIANCE**

Chairperson John Ontiveros led the Pledge of Allegiance.

#### **ROLL CALL**

Present: Chairperson John Ontiveros  
Vice-Chairperson Yesenia Miranda Meza  
Commissioner Alfredo Camacho (via zoom)  
Commissioner Gwen Urey  
Commissioner Ron VanderMolen  
Commissioner Kristie Kercheval  
Commissioner Kyle Brown (via zoom, left the meeting at 7:23 p.m. due to connectivity issues)

Absent: None

Staff Present: Anita D. Gutierrez, Development Services Director  
Ata Khan, Planning Manager  
Alina Barron, Associate Planner

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**PUBLIC COMMENT**

None

**COMMISSIONER COMMUNICATION**

Commissioner Brown made a statement about the appeal for the Popeye's project located at 101 W. Foothill Blvd.

Commissioner Camacho mentioned that the City of Pomona under the direction of the Energy Coalition was recommended to receive the Transformative Climate Community grant.

**CONSENT CALENDAR****1. Extension of Time (EXT 22863-2023)**

**Project Address: 55-65 Rancho Camino Drive**

**A motion by Commissioner Urey, seconded by Commissioner VanderMolen, carried by a unanimous vote of the members present (7-0-0-0) to approve the Consent Calendar.**

Chairperson Miranda Meza - yes; Vice-Chairperson Camacho – yes; Commissioner Urey – yes; Commissioner Ontiveros – yes; Commissioner VanderMolen – yes; Commissioner Kercheval – yes; Commissioner Brown – yes.

**OPPOSITION:** None

**IN SUPPORT:** None

**DISCUSSION TIME:** 1 minute (7:02 p.m. to 7:03 p.m.)

**2. Extension of Time (EXT 22893-2023)**

**Project Address: 1320 W. Second Street**

**A motion by Commissioner Brown seconded by Commissioner Urey, carried by a unanimous vote of the members present (7-0-0-0) to approve the Consent Calendar.**

Chairperson Miranda Meza - yes; Vice-Chairperson Camacho – yes; Commissioner Urey – yes; Commissioner Ontiveros – yes; Commissioner VanderMolen – yes; Commissioner Kercheval – yes; Commissioner Brown – yes.

**OPPOSITION:** None

**IN SUPPORT:** None

**DISCUSSION TIME:** 1 minute (7:02 p.m. to 7:03 p.m.)

**PUBLIC HEARING ITEMS**

**1. Conditional Use Permit (CUP 021783-2023)****Project Address: 922 E. Holt Avenue**

Chairperson Ontiveros opened the public hearing.

Chairperson Ontiveros closed the public hearing.

**A motion by Vice-Chairperson Miranda Meza seconded by Commissioner Camacho, carried by a unanimous vote of the members present (6-0-0-1) to approve Conditional Use Permit (CUP 021783-2023) with conditions (1) the ability to administratively modify the operating hours of 11am-7pm with the approval of the Development Services Director (2) a permanent sign shall be installed within 90 days of the grand opening.**

Chairperson Miranda Meza - yes; Vice-Chairperson Camacho – yes; Commissioner Urey – yes; Commissioner Ontiveros – yes; Commissioner VanderMolen – yes; Commissioner Kercheval – yes; Commissioner Brown – absent\*.

\*Commissioner Brown left the meeting at 7:23 p.m. due to connectivity issues.

**PC Resolution No. 23-012****OPPOSITION:** None**IN SUPPORT:** Rafael De LaTorre, applicant, spoke in support of this project.**DISCUSSION TIME:** 30 minutes (7:04 p.m. to 7:34 p.m.)**2. Conditional Use Permit (CUP 22304-2023 & 22301-2023)****Project Address: 350 N. Garey Avenue**

Planning Manager Khan received and read a letter submitted by Spectra Company requesting a continuance on the review of the CUP application due to a conflict with our Annual Hotel Holiday Gala. He stated that there were multiple public comment cards received on this item, so procedurally what this means is that if this motion passes we will not be opening the public hearing. He mentioned that these individuals could make a public comment at the January 10 meeting or submit a written comment. He stated that we also received two letters on this item.

Commissioner Camacho asked staff if he would need to recuse himself for this item due to the proximity of the project, which is across the street of his home. Planning Manager Khan stated that he could recuse himself from this item although it is being continued to the next meeting.

**A motion by Vice-Chair Miranda Meza, seconded by Chairperson Ontiveros, carried by a unanimous vote of the members present (5-0-0-2) to continue this item to January 10, 2024.**

Chairperson Miranda Meza - yes; Vice-Chairperson Camacho – recused\*; Commissioner Urey – yes; Commissioner Ontiveros – yes; Commissioner VanderMolen – yes; Commissioner Kercheval – yes; Commissioner Brown – absent\*.

\*Vice-Chairperson Camacho recused himself due to the proximity of the project.

\*Commissioner Brown left the meeting at 7:23 p.m. due to connectivity issues.

**OPPOSITION:** None

**IN SUPPORT:** None

**DISCUSSION TIME:** 10 minutes (7:35 p.m. to 7:45 p.m.)

**DISCUSSION ITEMS**

None

**STAFF COMMUNICATION**

Planning Manager Khan stated that the 2024 Calendar is in your packet. He stated that tonight is our last meeting of the year, and he thanked the Commission for all their hard work. He mentioned that the existing warehouse moratorium did not pass as a continue extension and will expire on December 2023.

Vice-Chairperson Miranda Meza congratulated Anita for her new position and asked if she will continue to be the Director of Development Services. Planning Manager Khan congratulated Anita for her new position as Acting City Manager.

**ADJOURNMENT**

The Planning Commission meeting was adjourned by Chairperson Ontiveros at 7:48 p.m. to the next regularly scheduled meeting of November 22, 2023 at 7:00 p.m.

Respectfully submitted,

Prepared by,

Ata Khan  
Planning Manager

Miroslava PourSanae  
Administrative Assistant