



CITY OF POMONA

DEVELOPMENT SERVICES

DIRECTOR REPORT

DATE: January 31, 2019

TO: Anita D. Gutierrez, AICP, Acting Development Services Director

FROM: Alex Jimenez, Assistant Planner, Planning Division

SUBJECT: **DEVELOPMENT PLAN REVIEW (DPR 10678-2018):** An application for Development Plan Review (DPR 10678-2018) requesting an exterior façade renovation and interior tenant improvements to convert a commercial retail space into a residential unit, located at 360 East Holt Avenue in the City Gateway Segment of the Pomona Corridors Specific Plan.

STAFF RECOMMENDATION

Staff recommends that the Development Services Director approve the attached Resolution approving Development Plan Review (DPR 10678-2018) to allow an exterior façade renovation and interior tenant improvement to convert a commercial retail space into a residential unit, subject to findings and conditions of approval (Attachment 1).

PROJECT/APPLICANT INFORMATION

Address	360 E. Holt Avenue
Assessor's Parcel Number (APN)	8337-026-004
Lot Size	7,280 SF (0.167 Acres)
General Plan Land Use Designation	Transit Oriented District: Neighborhood
Zoning District	City Gateway Segment - PCSP
Historic District	N/A
Specific Plan	Pomona Corridors Specific Plan: City Gateway Segment
City Council District	District 4
Applicant	John Pena
Property Owner	John Pena

RELATED ACTIONS

Historic Preservation	N/A
Code Enforcement	9/15/2018: Code case for construction work without approved permits. Open Code Case.
Building & Safety	1/6/1918 Re-shingle house roof-composition.

	9/13/1954 Re-shingle garage roof-composition. 3/29/1955 Remodel building for commercial use. 11/13/1971 Demolish garages. 11/15/1971 Freestanding sign. 2/28/1972 Re-shingle house roof-composition. 10/1/1987 New glass store-front window. 2/27/2012 New ADA ramp.
Planning	N/A

PROJECT LOCATION

The subject site is a 7,280 square-foot parcel located on the south side of Holt Avenue, between Palomares Street and Eleanor Street (Attachment 2). The property is within the City Gateway Segment of the Pomona Corridors Specific Plan (PCSP). There is an underlying zone of Mixed-Use Arterial Retail within the Downtown Pomona Specific Plan (DPSP), however, PCSP design guidelines and use types take precedence over the design guidelines and use types of the DPSP.

PROJECT DESCRIPTION AND BACKGROUND

The applicant is requesting an exterior façade renovation and interior tenant improvement of “Unit B,” a front-facing unit which represents 1,411 square feet of the 2,107 square-foot structure. “Unit B” is currently used as commercial retail. “Unit A” in the rear is currently used as a residential unit.

The applicant is proposing an interior remodel and conversion of the commercial retail unit to residential. The applicant is not proposing additional square footage. The project will consist of interior tenant improvements to accommodate one residential unit, with five bedrooms, two bathrooms, a family room, and a kitchen.

The project will also include façade improvements to match the existing residential unit at the rear of the existing structure. The proposed façade improvements include the removal of the storefront glass entry and the addition of new windows and residential entry way. Additionally, the proposed façade improvements include the creation of private open space for the new residential unit at the front of the property.

Applicable Code Sections

The proposed exterior façade renovation will alter the appearance of the frontage of the existing structure that is visible from Holt Avenue (“Unit B”) and represents change of use type within the PCSP. Thus, a public hearing is required Pursuant to PCSP Section 2.0.5.C.1c., which states that a public hearing is required for “exterior façade renovations that change the character of existing street facing façades or façades that are clearly visible from public rights of ways.” The exterior façade renovations are subject to the architectural guidelines as stated in 2.8 Architectural Regulations and the change of use type to residential is subject to 2.6 Open Space Regulations and 2.7 Parking Regulations.

Surrounding Land Use Information

The subject site is located on the south side of Holt Avenue. Residential properties surround the subject site to the North, South and East. Directly to the West of the subject site is a commercial property.

The following table summarizes the surrounding land uses, zoning and general plan designations.

Table 1. Summary of Project & Adjacent Land Uses

	Existing Land Use	Zoning Designation	General Plan Designation
Project Site	Residential	PCSP City Gateway Segment*	Transit Oriented District: Neighborhood
North	Residential	PCSP City Gateway Segment	Neighborhood Edge
South	Residential	DPSP Mixed Use-Arterial Retail	Transit Oriented District: Neighborhood
East	Residential	PCSP City Gateway Segment*	Transit Oriented District: Neighborhood
West	Commercial	PCSP City Gateway Segment*	Transit Oriented District: Neighborhood

*There is an underlying zone of Mixed-Use Arterial Retail in the Downtown Pomona Specific Plan; however, PCSP provisions prevail.

COMPLIANCE

Zoning

Staff has analyzed the proposed project against applicable property development and land use standards of the City Gateway Segment of the PCSP.

Table 2 illustrates compliance with all applicable PCSP requirements.

Table 2. Project Compliance with PCSP Architectural, Open Space, and Parking Regulations and Guidelines

Development Standard	PCSP Code Regulations and Guidelines	Proposed Project
Street Façade Base	A horizontal articulation at the base of street.	Horizontal base river rock stone veneer on all elevations.

Development Standard	PCSP Code Regulations and Guidelines	Proposed Project
Façade Articulation	Architectural treatment of faced base and top elements.	Horizontal river rock base stone veneer on all elevations. New recessed wood windows to match original and new entry.
Open Space Regulations	Residential attached and multi-family require 60 s.f./unit of private open space.	Applicant is proposing a new enclosed hardscape patio over 60 s.f.
Parking Regulations	Residential uses - 2 minimum per 2 bedroom unit, .5 spaces per additional unit beyond 2 bedroom.	Applicant is proposing 5 of 5 required parking spaces.

PCSP Architectural Guidelines

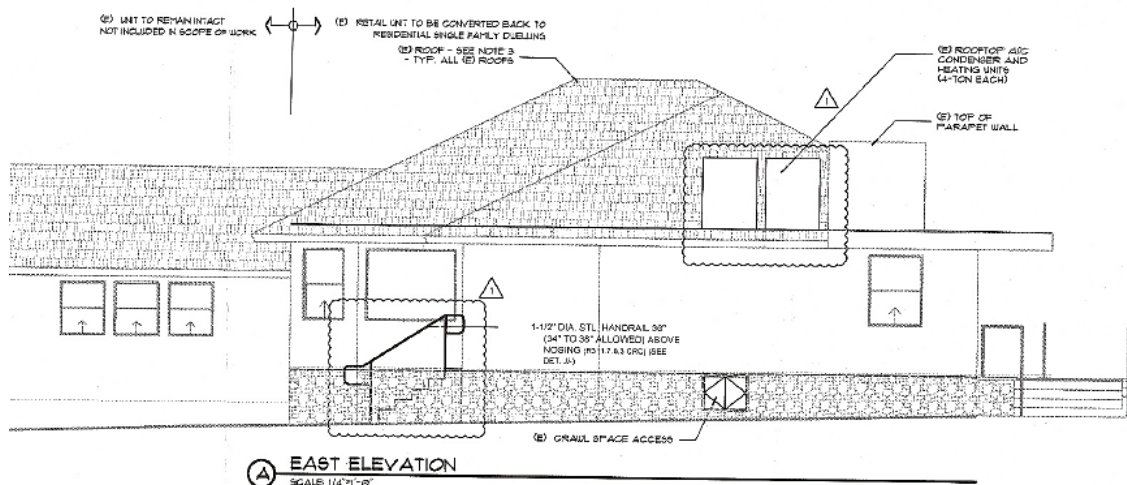
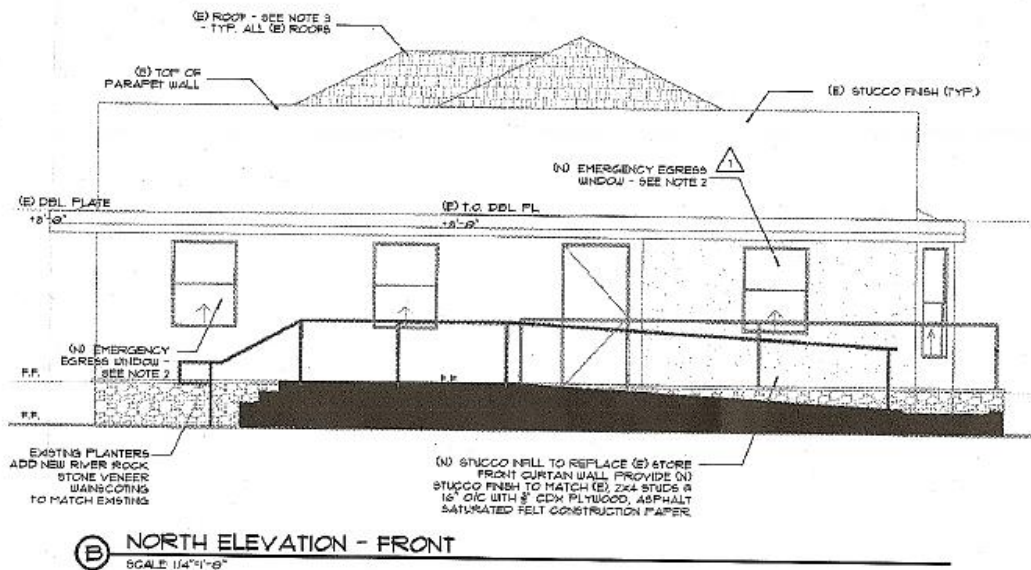
The existing mixed-use structure is defined by an ADA ramp leading to a storefront entrance with planters along the north elevation steps and a parapet wall along the north roof of the structure. The existing façade has two storefront windows and two separate entrances on the north and a freestanding sign. The existing residential unit at the rear has a separate entrance on the south side of the structure. (Attachment 3)



Existing Building

The proposed façade improvements meet the architectural guidelines and requirements of the PCSP. The exterior renovation has the required façade articulation on both the street façade base and street façade top. The street façade top is articulated with an existing parapet wall, and the street façade base is proposed to have a river rock stone veneer to match the existing. The

exterior will consist of new stucco infill to replace the storefront entrance and the color will match the existing rear finish. The river rock stone veneer will have a wainscot sill and will match the existing river rock stone base. The proposed windows and doors will be recessed a minimum of three inches and will be of wood materials to match original windows and doors. The existing parapet wall will screen any proposed or future mechanical equipment. The overall appearance of the building will be complementary to the original rear residential unit and the proposed color scheme is uniform. (Attachment 4)



Proposed Building

General Plan Conformity

The subject property is designated as "Transit Oriented District: Neighborhood" place type in the Pomona General Plan. The proposed project is in conformance with multiple Transit Oriented District: Neighborhood policies, such as: *"Provide visual interest and express the human scale in*

building design with architectural building base treatments”(Policy 7F.P6) and, “Establish regulations that identify architectural treatments necessary to ensure that transit oriented districts help to promote a safe, family-oriented community environment.” (Policy 6B.P3) Furthermore, it meets the General Plan goal to “Ensure that transit oriented districts are walkable, active, and well integrated into surrounding City districts and neighborhoods..”(Goal 6B.G4) The proposed façade and tenant improvement is consistent with the City’s General Plan because the renovation will enhance the visual appeal of the building and value of the site located along the corridor increasing walkability.

ENVIRONMENTAL REVIEW

The proposed project was reviewed in accordance with the California Environmental Quality Act (CEQA) guidelines. The proposed project meets the criteria for a Categorical Exemption under Section 15301 (Class 1 – Minor Alteration of Existing Facilities) of the CEQA Guidelines in that the proposed project is a remodel of an existing building with no expansion proposed. The proposed project is consistent with the categorical exemption; therefore, no further environmental review is required.

PUBLIC COMMUNICATIONS

The public hearing notice was sent to the owners of properties within a 1,000-foot radius of the subject site on January 17, 2019 (Attachment 5). Staff has received no opposition to date.

CONCLUSION

The proposed project is an exterior façade renovation and interior tenant improvement to convert a commercial retail space into a residential unit. The proposed project is compatible with the surrounding land uses and complies with architectural guidelines of the City Gateway Segment of the PCSP.

Approved By:

Ata Khan
Senior Planner

Prepared By:

Alex Jimenez
Assistant Planner

ATTACHMENTS:

- 1) Draft Resolution for Development Plan Review (DPR 10678-2018)
- 2) Location Map & Aerial Photograph
- 3) Project Site Photographs
- 4) Full Size Plans (separate cover)
- 5) 1,000' Radius Map and Public Hearing Notice

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