



# **CITY OF POMONA**

## **PLANNING COMMISSION REPORT**

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**DATE:** June 12, 2019

**TO:** Chairperson and Members of the Planning Commission

**FROM:** Planning Division

**SUBJECT:** Determination of Parking Sufficiency (MISC 11867-2019) for a warehouse and office use, proposing to construct a 915 square foot addition to the mezzanine. Located on a site within the Mission-71 Specific Plan located at 1681 W. Second Street.

### **STAFF RECOMMENDATION**

The Planning Division recommends that the Planning Commission adopt the attached draft resolution approving a reduction in the required amount of parking for the proposed project (Attachment 1).

### **PROJECT/APPLICANT INFORMATION**

<b>Project Location:</b>	<b>1681 W. Second Street</b>
APN Information:	8348-022-008
Project Applicant:	John Cataldo
CC District:	District 1 – Rubio Gonzalez
Historic/CBD:	Not applicable
Specific Plan:	Mission 71 Specific Plan – M-1 Zone
General Plan	Workplace District Edge
Zoning:	Not applicable

### **PROJECT BACKGROUND AND DESCRIPTION**

The project site consists of a 35,576 square foot industrial building on a 70,051 square foot (1.61 acres) lot located at 1681 W. Second Street (Attachment 2 & 3). The building serves as an office and warehouse for Dawson Co., a manufacturer and distributor of residential, commercial and industrial plumbing, heating, and cooling equipment. The business operates Monday through Friday from 7:00 am to 5:00 pm. There are a total of 38 employees, however only 21 of the employees work on-site. The remaining 17 employees, consist of outside sales representatives and engineers, who work remotely (Attachment 4).

The subject site was originally approved on July 26, 2006 as part of a phased development of the industrial park comprising the Mission-71 Specific Plan. Since the original construction of the building, two interior expansions have been approved. On May 20, 2009, a building permit was approved to construct a 3,160 square foot addition of office space and restroom on the first and second floor. On August 30, 2011, a building permit was approved to construct a 2,110 square foot mezzanine to be used as a training room.

The latest addition and what has triggered the need for the determination of parking sufficiency is the applicant's proposal to construct a 915 square foot addition to the mezzanine to accommodate additional office space (Attachment 5). In analyzing the proposed 915 square foot addition, staff identified that the existing number off-street parking spaces (36 spaces) did not match the required number of spaces per Pomona Zoning Code. Further, staff determined that the two additions approved in 2009 and 2011 did not analyze parking. Based on the previous and proposed additions, a minimum of 63 spaces would be required, creating a deficiency of 27 on-site parking spaces. As such, the applicant was directed to either provide the additional parking spaces on-site or submit a request for reduction if they felt the warehouse use did not justify the need for the number of required spaces. In response, the applicant has submitted a parking study dated March 21, 2019, prepared by Minagar and Associates, Inc. (Parking Study) in support of the request to reduce the required amount of parking (Attachment 6).

<b>Date</b>	<b>Warehouse</b>	<b>Mezzanine</b>	<b>Office</b>	<b>Parking spaces required</b>
Original approval on July 26, 2006	30,395 sq. ft.	1,668 sq. ft.	1,000 sq. ft.	37 parking spaces required
Approval on May 20, 2009			3,160 sq. ft.	50 parking spaces required
Approval on August 30, 2011			2,110 sq. ft.	59 parking spaces required
Plan check on January 14, 2019	26,750 sq. ft.	5,091 sq. ft.	4,650 sq. ft.	63 parking spaces required

### **Applicable Code Sections**

Pomona Zoning Ordinance (PZO) Sections .503-H.F.4 and .503-H.F.5 outline procedures for the Planning Commission to approve a reduction in the required amount of parking with a parking study.

### **Surrounding Land Use Information**

The project is located within the Mission 71 Specific Plan, north of West Second Street. The immediate area is predominantly zoned M-1. The nature of the surrounding uses, zoning and General Plan land use designations are delineated in the following table for Planning Commission consideration.

### **Land Use Summary Table**

	Existing Land Use	Zoning Designation	General Plan Designation
<b>Subject Site</b>	Warehouse and office	M-1, Mission-71 Specific Plan	Workplace District Edge
<b>North</b>	Industrial	M-1, Mission-71 Specific Plan	Workplace District
<b>South</b>	Industrial	M-1, Mission-71 Specific Plan	Workplace District Edge
<b>East</b>	Industrial	M-1, Mission-71 Specific Plan	Workplace District Edge
<b>West</b>	Industrial	M-1, Mission-71 Specific Plan	Workplace District Edge

## ZONING COMPLIANCE ANALYSIS

### Off-street Parking

The project site is currently located within Mission-71 Specific Plan, M-1 zone. The proposed project is subject to specific development and parking standards of the Mission 71 Specific Plan. Staff evaluated the proposed project to confirm compliance with the minimum parking standards of the M-1 zone. Per the Mission-71 Specific Plan parking standards, the site requires a minimum of 63 parking spaces, creating a deficiency of 27 parking spaces.

#### Mission 71 Specific Plan Parking Standards

Use	Parking Ratio	Area	Required	Provided
Offices	4 per 1,000 s.f.	9,741 sf	39	-
Warehouse	1 per 1,000 s.f. (0 s.f. to 20,000 s.f.)  20 spaces plus 1 space per each additional 2,000 s.f. over 20,000 s.f.	26,750 sf	24	-
<b>Total</b>	-	-	<b>63</b>	<b>36</b>

### Vehicular Circulation & Access

Access to the site will occur from Second Street. All employees and customers will take access to parking spaces from the existing 35' wide driveway, which meets the minimum design

standards. The Public Works Department did not identify any concerns or impacts from the proposed project to the adjacent existing roadway system. Therefore, the proposed vehicle access and circulation of the project site will adequately serve the existing and proposed use.

### **Parking Study and Reduction in Required Parking**

Per Section .503-H.F.4 and .503-H.F.5, the Planning Commission may approve a reduction in the required parking as prescribed in a parking study prepared by a registered traffic engineer that includes the basis for the recommended number of off-street parking spaces when the proposed development does not meet the minimum parking requirements.

A parking study dated March 21, 2019 was prepared by Minagar and Associates, Inc. analyzing the parking demand for the existing warehouse and office use located on the subject site. Based on the results for the Parking Study, the maximum number of parked vehicles was 28, which occurred between the hours of 9:00 am 11:00 am. This is equivalent to a 78% utilization of the 36 off-street parking spaces. The proposed 915 square foot office addition would trigger the need for an additional 4 parking spaces as required by the Mission-71 Specific Plan. Therefore, the peak parking utilization with the new office addition would be 32 spaces or 89% utilization. Thus, the project would have a surplus of 4 parking spaces during peak parking utilization.

It is staff's opinion that the proposal meets the required findings, as follows:

- a. The parking plan proposed will adequately provide for the parking needs of the development;

*As demonstrated in the traffic engineer's parking study, the parking needs for Dawson's are sufficient as parking count taken at the peak period of parking utilization was at 28 spaces. With the additional four parking spaces required for the office mezzanine, 32 spaces, the peak parking utilization will be at 89% of the parking spaces. The projected on-site parking would not exceed 90% at any time throughout the day.*

- b. The parking plan proposed will not adversely affect traffic patterns, as they exist or as they are outlined in the general plan; and

*The proposal will not result in the generation of traffic that would exceed the capacity of the existing streets and right-of-ways from which the subject site will take ingress/egress. West Second Street is of appropriate width and has improvements to handle the traffic generated by the additional office space.*

- c. The parking plan will not be detrimental to the public health, safety or welfare, but will be consistent therewith.

*The proposal will comply with all of the provisions of the Zoning Ordinance, except for parking spaces, in which this application seeks to provide relief. It will not be detrimental to the health, safety, peace, or general welfare of persons residing or*

*working in the vicinity since the subject site is located within a industrial area with uses compatible to those proposed.*

The proposed project conforms to the Zoning Ordinance and the reduction in parking is warranted based on its location and parking analysis as demonstrated in the Traffic Engineer's Parking Study.

## **ENVIRONMENTAL ANALYSIS/DETERMINATION**

Upon submittal of the project, staff reviewed the proposed project in accordance with the California Environmental Quality Act (CEQA) guidelines. After examining the proposed project, staff has determined that because the proposed project is the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, it meets the criteria for a Class 1 Categorical Exemption pursuant to Section 15301, Existing Facilities. Based on this assessment, staff is recommending that the Planning Commission adopt a Categorical Exemption for the proposed project.

## **CONCLUSION**

The proposed project will allow the applicant to expand office spaces to accommodate a growing company. Based on staff's analysis of the issues and the recommended conditions of approval, the proposed project will be compatible with adjacent land uses and will not result in any negative impacts to the surrounding uses.

Respectfully Submitted:

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Development Services Director

Prepared By:

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## **PC ATTACHMENTS:**

- 1) Draft PC Resolution for MISC 11867-2019
- 2) Location Map & Aerial Photograph
- 3) Site Photographs
- 4) Email regarding Dawson's business operation
- 5) Site Plan (8-1/2"x 11") Reductions
- 6) Parking Study completed by Minagar & Associates, Inc.