

UNOFFICIAL MINUTES  
PLANNING COMMISSION  
WEDNESDAY, MAY 22, 2019

A. CALL TO ORDER: The Planning Commission meeting was called to order by Vice-Chair Jorge Grajeda in the City Council Chambers at 7:01 p.m.

B. PLEDGE OF ALLEGIANCE: Commissioner Urey led the Pledge of Allegiance.

C. ROLL CALL: Roll was taken by Development Services Director Gutierrez.

COMMISSIONERS PRESENT: Vice-Chair Jorge Grajeda; Commissioners Alfredo Camacho-Gonzalez, Gwen Urey, Dick Bunce, Ron VanderMolen and Kristie Kercheval.

COMMISSIONERS ABSENT: Chairperson Kyle Brown

STAFF PRESENT: Development Services Director Anita Gutierrez, City Attorney Marco A. Martinez, Senior Planner Ata Khan

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ITEM D:  
PUBLIC COMMENT:

None

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**Motion by Commissioner Camacho-Gonzalez, seconded by Commissioner Urey, carried by a unanimous vote of the members present (6-0-0-1), to move Discussion Item I-1 to the front of the agenda.**

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ITEM E:  
CONSENT CALENDAR:

1. Approval of draft Planning Commission minutes meeting of April 24, 2019.
2. Time Extension (EXT 11900-2019)

**Motion by Commissioner Camacho-Gonzalez, seconded by Commissioner Urey, carried by a unanimous vote of the members present (6-0-0-1), to approve draft Planning Commission minutes meeting of April 24, 2019 and Time Extension (EXT 11900-2019).**

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ITEM F:  
HEARING ITEMS:

F-1 PUBLIC HEARING – GENERAL PLAN AMENDMENT (GPA 11831-2019) AND CODE AMENDMENT (CODE11832-2019) TO ADOPT AMENDMENTS TO THE 2013-2021 POMONA HOUSING ELEMENT AND AMENDMENTS TO THE POMONA ZONING CODE, THE DOWNTOWN POMONA SPECIFIC PLAN, THE POMONA CORRIDORS SPECIFIC PLAN, ORDINANCE NO. 4224 AND ORDINANCE NO. 4238 RELATING TO EMERGENCY SHELTER LOCATIONS AND STANDARDS, MINIMUM DENSITY REQUIREMENTS AND PARKING RATIOS.

**Item continued from May 8, 2019.**

Development Services Director Gutierrez reviewed the purpose and intent of the Housing Element.

- What is a Housing Element? It is a state mandated element.
  - Since 1969 California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community.
  - California's local governments meet this requirement by having an adopted housing plan as part of their General Plan, which is also required by the state.
  - General Plans serve as the local government's blueprint for how the city will grow and develop.
  - The law mandating that housing be included as an element of each jurisdiction's General Plan is known as Housing Element law.
  - California's Housing Element law is the major tool that the state government uses to ensure that city and county land use regulators are planning appropriately for new housing development that adequately addresses the housing needs and demand.
  - The Housing Element process is intended to focus the attention of city policy makers and identify land sites and policy actions that would make it easier or less expensive to provide additional housing units.
- The Background.
  - The Housing Element was originally adopted by City Council in February 2014.
  - The City of Pomona received its first letter from Housing and Community Development (HCD) with corrections in May 2014. Over the course of the next several years, several things transpired, and staff received requests from different individuals and groups to comply with state law in 2016 and 2017.
  - In 2018 the City of Pomona entered into a settlement agreement requesting certain agreements and changes to the Housing Element.
  - On April 2, 2019 HCD issued a conditional letter of approval stating that the draft Housing Element will comply with Housing Element law once the City of Pomona has done the following:
    - Revise the Housing Element to include clarifications on two of the homeless shelter overlay sites.
    - Adopt the updated draft Housing Element with clarifications requested by HCD
    - Adopt zoning ordinances to implement the emergency shelter requirements.
  - Development Services Director Gutierrez reported these changes have been incorporated into the revised draft Housing Element update, which she will elaborate on shortly.
- The goal is to receive certification from the State of California stating Pomona's Housing Element meets state requirements.
- Over the last several years staff has worked diligently with HCD to address all outstanding issues, as well as, addressed issues raised during the settlement agreement. Ultimately, this has resulted in a change to properties designated for emergency shelters and a commitment to bring forward implementing policies and policy changes.
- There are four major components of the draft Housing Element update:
  1. **The expansion of the emergency shelter overlay zone**
  2. **The Pomona zoning code amendments**
  3. **Specific Plan amendments**
  4. **Changes to the R3 parking standard change.**

Items 2, 3 and 4 relate to programs already approved and in the Housing Element and this is a commitment to bring those policy implementation ordinances forward.
- **#1 The expansion of the emergency overlay zone;** currently the emergency overlay zone only includes two sites; 1390 and 1400 E. Mission, more commonly known as the City of Pomona's Hope for Home. The change in the draft Housing Element adds two additional sites, The Our House Family Shelter and the American Recovery Center.
- This issue directly relates to the city's compliance with Senate Bill 2 (SB2) which states that jurisdictions are required to designate a zone or zones to allow emergency shelters as a right and regulate transitional and supportive housing in the same manner as other housing. This issue has been the most controversial for the City in achieving final certification on the Housing Element and over the past several years, many approaches have been discussed as to how to adequately address the numbers of sites that should be designated for emergency homeless shelters.

- The last direction given to staff from City Council on December 3, 2018 was to move forward with designating two additional sites to the emergency overlay zone, 1753 N. Park (Our House Family Shelter) and 2180 W. Valley Blvd. (American Recovery Center). Since December 2018, staff has diligently worked with HCD to provide enough detail to support the addition of these sites and adequately explain the reasons the city believes these sites meet the cities need for emergency shelters.
- A map was displayed showing the additional sites.
- Changing the emergency overlay zones includes two policy changes and ordinance changes which would ensure that the previous bed limit of 71 beds be lifted for the Our Hope for Home site and that the American Recovery Center site and then additional it would specify that there is a 20 bed limit for the Our House Family shelter. Our House Family Shelter currently has 13 beds and the proposed amendments would allow this facility to increase to 20 beds.
- A chart was displayed to demonstrate where the City of Pomona is at with numbers. The most recent annual homeless point in time count conducted by the Los Angeles Homeless service authority (LASA) indicates that the City of Pomona has a homeless population of 773 persons with 188 being sheltered and 585 being unsheltered. This is number that the City is required to demonstrate capacity for.
  - The Hope for Home has a 400-bed capacity. Staff count it as 300 because of the loss of the armory site, which was 100 beds. This is 300 new beds for the unsheltered homeless population.
  - The Our House family shelter has 7 beds
  - The capacity for American Recovery Center ranges from 285 beds to over 400 depending on the level of development. Staff has done scenarios in the Housing Element based upon a reasonable build out of that site, based on lot coverage and surrounding sites. The site potentially could be built out to 50% to hold 331 (medium range), which is reasonable for similar lots in the nearby and surrounding area.
  - That is a total of 638 beds and well over unsheltered need of 585.
- **#2 The Pomona zoning code amendment;** this is a cleanup that would amend the Pomona zoning code to prohibit emergency shelters in the commercial industrial, M1 and M2 zones. It is consistent with program 2.4 of the Housing Element and as part of the city's compliance with the requirements of SB2 it proposes to replace the use of conditional use permits with an overlay zone that authorizes the construction of emergency shelters without a discretionary permit.
- **#3 Specific Plan amendments;** this would amend the Downtown Pomona Specific Plan and the Pomona Corridor Specific Plan to add the 40 unit/acre minimum densities for the Transit-Oriented district downtown core.
  - In the Housing Element there is a downtown corridor that overlays both the Downtown and Corridor Specific Plans that outlines these are the areas where the City should be pursuing the densest residential units.
  - The draft Housing Element assumes that there is a 40-dwelling unit per acre minimum and so this would solidify that into an actual ordinance.
  - Program 2.13 of the draft Housing Element states "The City of Pomona will support the creation of workforce housing throughout the city, but especially and in particular in suitable sites such as the Downtown Transit-Oriented development district and the neighborhoods located within a quarter of a mile of the downtown Metrolink station and to encourage the construction of residential projects at densities high enough to facilitate the development of a thriving downtown Transit-Oriented district and development along commercial corridors."
  - The City is committed to establishing a minimum density of 40 units per acre within this Downtown Transit-Oriented district area.
  - All maximum densities would remain in place and this is consistent with the presentation the Commission just saw on the Downtown Specific Plan update. This would not conflict with any density minimums or maximums in place.
- **#4 Changes to the R3 parking standard change;** propose to amend the Pomona zoning code to change the R3 parking standards to mirror the R4 parking standards.
  - Program 2.15 of the draft Housing Element states that "the City will facilitate multi-family residential development in multi-family (MF) zones, by reducing parking requirements."
  - Currently multi-family development in the R3 zones require two garage parking spaces per unit regardless of unit size. This parking standard could be considered a potential constraint to multi-family development and HCD has requested that the City of Pomona make this amendment concurrent with the adoption of the Housing Element.

- This update would reflect the parking standard for the R4, requiring 1 space for a bachelor, 1.5 spaces for every standard one bedroom and an additional half space per additional bedroom. Guest parking spaces at 1 per 4 would remain the same.
  - This change affects any units from bachelor to 1 bedroom, however, two bedrooms and above parking standards remain the same.
- **The next steps;** after hopefully receiving a positive recommendation from the Planning Commission staff will take this to the City Council for a hearing and adoption on June 17, 2019.
  - After adoption staff would submit to HCD for review and hopefully certification of the adopted Housing Element with a ninety-day review.
  - It is importance to receive certification by the end of the year because there are significant grant dollars at stake. The City would be eligible for Planning Grants up to \$310,000 from HCD once it has a certified Housing Element. If the City receives certification, staff would be able to apply by the end of November and use those funds for a variety of planning efforts or to expand housing opportunities.
- In conclusion, staff believes the draft Housing Element reasonably addresses all HCD's remaining recommendations and suggested clarifications. It satisfies the terms of the Settlement Agreement and notably captures the work that the City of Pomona has done to not just rely on emergency shelter services and programs provided by other communities and non-profits organization. Pomona has met its need by taking on the task of building an actual homeless shelter, Hope for Home. Staff are hopeful that the draft Housing Element along with the suite of ordinance amendments proposed to be adopted concurrently with the Housing Element demonstrate to HCD Pomona's commitment to having a completed and certified 2013-2021 Housing Element.
- Staff recommends the Planning Commission adopt the draft PC resolution, recommending that the City Council adopt the draft Housing Element, adopt the implementation amendments to the Pomona zoning code, the Pomona Downtown Specific Plan, the Pomona Corridor Specific Plan, and ordinances no. 4224 and no. 4238 in order to comply with programs identified in the amendments and adopt the addendum for the draft Housing Element and the implementation amendments.

Commissioner Urey reported the resolution reads as ½ a parking space per room, instead of per bedroom.

Development Services Director Gutierrez replied staff will note that.

Commissioner Bunce asked if there are indications from HCD that they are going to allow certification relative to the overlay zone and the addition of ARC and Our House.

Development Services Director Gutierrez replied that is the City's hope. She reported which staff worked with the HCD to provide clarification per the conditional letter and to further elaborate on the number of beds and space. She stated the analysis and feasibility of the development of the sites seem to have pleased HCD and so staff are hopeful that it was enough information to receive certification.

Commissioner Bunce commented there is a certain law firm that likes to go after the City that is still very unhappy. He asked staff to help him understand where all this is going.

City Attorney Marco Martinez replied there are two things the City of Pomona needs to satisfy; 1) HCD's concerns and their interpretation of Housing Element law to make sure that we comply with the review of our element, and 2) The Settlement Agreement. He stated legal doesn't believe the two are inconsistent with each other and believes that the City of Pomona is in compliance with the requirements of both HCD's request and the terms of the Settlement Agreement. He stated the dispute is about whether the City needs to put more sites on the overlay area, and legal believes, as directed by the City Council, that the sites identified adequately meet the homeless needs recognized in the last homeless count. He noted the letter the City received from HCD appears to indicate that they are satisfied with the number of sites that have been identified and if they weren't then he feels they would have said so in the letter.

Commissioner Kercheval commented 2.16 talks about collaborating with local agencies. She asked if there was a way to collaborate with other local cities. She shared she didn't know about the 20-bed shelter and it is in her neighborhood. She commented she supports the smaller shelters as a better solution, rather than the large shelters.

Development Services Director Gutierrez replied the Community Services Department, who runs Pomona's shelters, does reach out to multiple non-profit agencies in other jurisdictions, but they have no control over the actual fruits of that labor.

Commissioner Kercheval called out Laverne, San Dimas, Upland, and Claremont to participate and not just expect one city to help. She stated they all need to collaborate.

**Vice-Chair Grajeda opened in the public hearing.**

**Miranda Sheffield**, 2828 Kimball Avenue; she replied to Commissioner Kercheval's comment, stating that Claremont and Laverne are currently doing something around mental health which is indirectly addressing the issue around people who are houseless. She stated a proposition passed and Claremont was allocated money to start building a shelter. She asked if someone could explain what the overlay area is. She asked if the zoning for shelters included permanent housing for people that are houseless or if it was only for temporary housing.

Vice-Chair Grajeda replied her questions are very good, but he wanted to let her know unless staff are ready to answer, typically she would not get an answer today. He clarified they are talking comments not questions.

Ms. Sheffield replied those were her questions so if there was another opportunity to have them answered that would be good, because she would like to have a better idea of what this is before the next City Council meeting on June 17, 2019.

Development Services Director Gutierrez replied our Housing Element addresses housing for all segments of the community and the emergency shelter overlay zone includes the four addresses that staff has noted.

**Vice-Chair Grajeda closed the public hearing.**

Commissioner Camacho-Gonzalez thanked staff. He commented this is something he has heard at several City Council meetings and he knows there is a sense of urgency. He stated he doesn't have any comments or questions. He shared he remembers listening to the Governor's talk when he specifically called out the City of Pomona because they were not compliant and that was alarming.

Commissioner Kercheval thanked staff. She stated she enjoyed reading through all the information and realized the City houses a lot of people and provides a lot of housing for low-income families. She stated there is a lot the City can be proud of and she looks forward to the changes.

Commissioner VanderMolen thanked staff for what they have done the last few months. He spoke about being at the last sessions of the last City Attorney and the pronouncements about what was needed to be done for the best settlement and all the gloomy pronouncements that were ridiculous. He stated thank goodness the City had a Mayor that stood up to do something better. He commented staff have done something better, something great. He spoke about how staff was able to recognize what Pomona had already done and then worked quickly (April to May) once the response from HCD was received, which hasn't happened too often in the past. He stated he is very excited and encouraged that this issue will be behind them and they will be able to move onto other things.

Commissioner Urey thanked staff too. She commented the presentation was amazing and very efficient. She suggested the Housing Element includes something that convinces institutions and large employers in the area to recommend people look for housing in Pomona. She knows that at Cal Poly new faculty coming in are told not to look in Pomona.

Development Services Director Gutierrez replied including some policies on how to encourage employers could certainly be a recommendation for the next Housing Element.

Vice-Chair Grajeda thanked Development Services Director Gutierrez and congratulated her on an excellent presentation. He stated for the first time since serving on this Commission he doesn't have a lot of comments or criticism. He stated he really appreciates staff's hard work.

**Motion by Commissioner VanderMolen, seconded by Commissioner Urey, carried by a unanimous vote of the members present (6-0-0-1), to recommend approval to City Council as proposed by staff; Staff recommends the Planning Commission adopt the draft Planning Commission resolution, recommending that the City Council adopt the draft Housing Element, adopt the implementation amendments to the Pomona zoning**

code, the Pomona Downtown Specific Plan, the Pomona Corridor Specific Plan, ordinances no. 4224 and no. 4238 in order to comply with program identified in the amendments and adopt the addendum for the draft Housing Element and the implementation amendments.

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ITEM G:  
PLANNING COMMISSION COMMUNICATION:

None

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ITEM H:  
DIRECTOR COMMUNICATION:

Development Services Director Gutierrez thanked the Commissioners for all their kind words this evening. She thanked the Planning Division team who is working extremely hard on multiple important and meaningful projects for the City of Pomona. She shared they are excited as a team and she looks forward to what's next.

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ITEM I:  
DISCUSSION:

1. Downtown Pomona Specific Plan Update (Continued from February 27, 2019).

**Item moved to the front of the agenda.**

Development Services Director Gutierrez reported that this item was last brought to Planning Commission on February 27, 2019. She shared the City has released a public draft and there will be a staff presentation by Senior Planner Ata Khan.

Senior Planner Ata Khan provided a presentation on this item.

- Eight weeks ago, staff provided the status of the Downtown Pomona Specific Plan update that has been in the works for a couple years.
- There was a draft available last summer through staff turnover that was picked back up in January of 2019. At that time staff brought forward ideas about retooling that draft and have now released an updated draft to the public.
- Tonight, is an opportunity to get feedback and review details.
- RM design, the consultant that prepared this document with the City of Pomona is here to answer any questions.
- At the end of February 2019 staff reported there were four keys goals to accomplish for the Downtown Pomona area.
  1. **To reconcile the boundaries;** the City has a Pomona Corridor Specific Plan in place on Garey Ave, Holt Ave and Mission Blvd. and some of those boundaries have been overlapping with the Downtown for several years now.
  2. **To implement the goals and policies of Pomona's General Plan** which established new densities, urban design goals, walkability goals, and transit-oriented development goals.
  3. **To advance Metro's goals.** The City of Pomona has grant obligations and Metro has provided a transit supportive tool kit that identifies a host of tools to activate spaces and encourage densities and walkability, in the downtown. This entire effort is funded through a \$220,000 grant from Metro and Metro ordered that grant in response to the General Plan update.
  4. **To make the document user friendly.** That starts at the staff level at the counter, so if somebody walks up and wants to know what they can do downtown its very clear, easy to use document all the way down to a developer thinking about what they could do with their property, to a resident who may be interested in activating a space or doing some form of placemaking and seeing what they could do and what the plan calls for.
- Senior Planner Khan reviewed the boundaries and how the districts that are shown in the draft were formed.
  - The existing boundary includes Holt Ave., the Pomona Civic Center and properties all along Mission, extending from White Ave to Towne Ave. with a little sliver on the other side.

- In 2014, the City of Pomona adopted the Corridor boundary, a good chunk of that was swallowed up by the corridor and so Holt Ave. predominately became the Pomona Corridor Specific Plan with various segments such as the Downtown Gateway, City Gateway and the Mid-Town segment of the corridor taking up Mission Blvd. and then some of Garey Ave. was taken up by the Downtown Corridor going into AMOCA and the downtown YMCA property. What that left is split parcels, which staff questions whether to apply the Downtown Plan or the Corridor Plan development standards. There was a need for clarity on the use standards and to define where the corridor stops, and the Downtown begins.
- The cleanup is that the proposed Downtown Pomona Specific boundary excludes the Corridors and the Civic Center. The Civic Center is proposed to be designated as an open space park.
- This leaves the boundaries with Garey Ave. as the center spine for downtown, White Ave. and Towne Ave. remaining as the western and eastern points, Center Street at the northern boundary line and Fourth Street as the southern boundary just behind Mission Blvd.
- The northern/southern landmarks of the downtown were displayed as a reference; the Fox Theatre, AMOCA, YMCA
- An area which is currently in the corridor was pointed out that would be brought into downtown to clean that boundary up.
- The Pomona Packing Plant would be retained because staff didn't want to establish a non-confirming use situation. If the brewery, the artists and work-live lofts were zoned in Pomona's base code there would be no path for them to exist, so that sliver is being added in as well.
- This created the Mission Corridor as its own entity, the whole Corridor as its own entity subject to the PCSP and you there is an identity for Downtown Pomona.
- The next step is being able to create districts from these boundaries.
- He reported there are already districts formed for Downtown Pomona and each district has its own densities, floor minimum/maximums.
  - Proposing to create the Mixed-Use Central Business District. (MUCBD)
  - Right now, between Parks and Gibbs there is the Central Business District (CBD) with a minimum of 50 dwelling units per acre and a maximum of 100 dwelling units per acre, a minimum of three-story construction for new development and a maximum of twelve stories. The Central Business District is intended to function as a hub of ground floor retail activity and meant to support that kind of street activity, as well as, it is adjacent to Metrolink. One would find the densest projects existing here.
  - Mixed Use Institutional District, which extends all the way east of town and includes the Pomona Packing Plant. The density is a little bit different; the minimum is 20 dwelling units per acre and up to 100 dwelling units per acre. West of Palomares it is 20 to 100 dwelling units per acre, East of Palomares is 80 dwelling units/acre. A minimum of three stories and up to six stories. This is primarily a district institutional referring to Western University. Staff have met and spoke with Western University on multiple occasions and looked at their master plan to see what they intend to do in this area over the next 25 years. The new land uses are meant to be student supportive retail uses because they want to activate the corners, so that students stay in the area instead of going to a Starbucks in a neighboring city to study. They want to retain the student base as much as they can and some of those uses were not permitted before, they were not "by right" so staff has looked to see how it will function like the CBD.
  - Mixed Use High Density Residential District (north of the tracks or tracks); also 20-100 dwelling units per acre, 3-6 stories. It's going to function as a commuter residential neighborhood and meant to support the Metrolink to the south. It's a range of housing types. It would also support ground floor retail, restaurants, office spaces, dental offices or personal services that would support residents living there.
  - Residential Multi-Family (RMF) zoning district (to round out the edges); 70-80 dwelling units per acre, 4-6 stories, supporting townhome, condos, apartments, schools, daycares and community facilities. The density being less here is intentional and that's what the General Plan intended, if one crosses over to White Ave. and goes north of Mission that is Pomona's base code and typical residential R2, R3 multifamily districts.
  - The density starts on the spine of Garey Ave and staggers down a bit as it moves into our base code, so it's a transition. So RMF functions as a transition density from what could be 12 stories all the way down to 3 stories on the other side of White Ave.
- Once Pomona establishes those districts, it's becomes a question of whether all the nuances and fine tuning and what staff want to propose as more updates to the 1994 General Plan. There is a litany of things to look at

including form, land uses, parking, signage, open space, incentives, activating alleys, temporary uses, and what is the approval chain. Staff reviewed these items and reorganized the document into four chapters.

- Chapter 1: The Introduction; introduce concepts like substantial conformance.
- Chapter 2: The Private Realm; any private property developer in downtown Pomona would start here to figure out what design standards and use standards they would have to adhere to.
- Chapter 3: The Public Realm; questions about public right of way are addressed here. Staff worked with Public Works to think about street improvement, mobility, and pedestrian oriented development.
- Chapter 4: Implementation; functions as an economic development tool for how the City will go after grant funding or other resources to start implementing this plan.
- Key updates:
  - Substantial conformance – If somebody came in and they wanted to do a project and they couldn't comply with an urban form standard (i.e. height, design feature) or the land use wasn't clearly delineated, substantial conformance allows the applicant to submit a letter to the Director of Development Services and there are a series of findings that would need to be made on whether this proposal substantially conforms to the General Plan. This is important because it streamlines the development process and often these things get lost, but this gives the applicant an opportunity to make a case for why it should be allowed. If it can't be allowed or it's too far afield from what they would allow, and it would go to the Planning Commission. This gives some latitude on what the Director of Development Services could make findings for and it would be appealable to the Planning Commission.
  - Urban Form – located in the Private Realm Chapter. There are district wide development standards such as the following:
    - Building design
    - Length - over 100 feet must be broken up
    - Architecture
    - Articulation
    - Orientation towards the street
    - Pedestrian access – able to navigate street frontage or internally navigate a residential, multi-unit complex so there is clear Path A to B travel and there isn't a lack of wayfinding for pedestrians.
    - Parking - a standard for locations of spaces, no spaces on the front of the property, spaces on the rear, orientation of parking garages and screening the first floor, and maximum setbacks for parking garages.
  - Incentives – staff looked at Commission and community feedback from past workshops and are proposing two new incentives; 1) promote artists and 2) promote public open space.
    - Affordable Artist work-live units – If a developer opts to provide work-live units that meet municipal code section 79 for work-live regulations, including artist provisions and they offer these units at fair market value, then they would tap into a 50% reduction in their parking demand. This is an attempt to encourage work-live units in Downtown Pomona.
    - Privately owned public space provision – this is something other cities have done (San Francisco, City of New York). Right now, if a developer proposed to build 100 units, the current requirement would be to provide 100 square feet of open space per unit, so that would be 10,000 square feet of common open space, but if they elect to make that common open space publicly accessible through our standards in the public realm, either a 24/7 access plaza or if it's behind a door it would sunrise to sunset, they would get a 50% reduction in that requirement, 5,000 square foot common open space open to anybody. It de-privatizes the space but it's privately maintained. This is something that some cities have done to encourage the development of public open space as a supplement to parks and rec to get more greenspace in the area.
    - New provisions for parking. Right now, the Downtown Pomona Specific Plan parking reverts to section 503H which is our street parking section of the Pomona zoning code and that section is out of step with the intent of the downtown to be a dense, infill development area. There are new parking ratios are pulled from the Corridor Specific Plan, there are minimum and maximum ratios for parking. Staff has also changed the definition to modify it to taking parking on total square footage of a primary use and the ability to decide on how you park a primary use versus counting every single closet which may overwhelm a parking demand.



- Relief is being offered at a 10% reduction if units are 3,000 feet walking distance from Pomona Metro station and a further 5% reduction if constructing anything above four stories.
    - The ability to provide a parking demand study to justify fewer spaces. It would have to be conducted by a registered traffic engineer, be reviewed by Public Works and the Planning Department and if one can substantiate a number that is different, than that could be honored if it met the requirements for those kinds of studies.
  - Land Use – there is a whole host of land uses in the matrix (pg. 57). New land uses and new definitions have been added that reflect trends and market demand, examples include:
    - Blue Bottle in the Arts District. They are an innovative use, in the sense that it's a coffee shop, but small-scale manufacturing happens in the rear and where they roast the beans. Staff are proposing to permit this use downtown in the MUCBD. It would not just apply to coffee but other types of vendors or small-scale food with ground floor retail.
    - There is also artisan workspaces and more fine grain use definitions.
    - Staff are also bringing forward all the artist uses that are currently in the downtown Pomona Specific Plan. They are all going to be itemized (i.e. dance studios, art studios, etc.).
  - Revised the Temporary Use section; if one wants to apply for a temporary use permit in the Downtown Pomona Specific Plan staff refer to a code that hasn't been updated in 65 years and those lists of uses are not in step with where downtown is headed. Staff revising that section into two categories;
    - 1) Special Event – a catch all, if somebody is exceeding their building occupancy and putting up tents in a parking lot and they are going to disrupt traffic it triggers a special event Temporary Use Permit.
    - 2) A 60-day pop up restaurant and retail use (new) – a person can apply for a temporary use permit to open a restaurant or coffee shop in an existing space to test out the waters for 60 days. This is intended to activate vacant tenant spaces, allow landlords to give somebody trial and encourage entrepreneurs to take a stab at something while they are looking for permanent locations. A new permit that would exist solely for downtown Pomona.
  - Signage – its regulated by the base code right now but the types of signs seen downtown look nothing like that types of signs you might see in a typical commercial strip mall.
    - Staff are proposing more permissive sign types (i.e. A-Frame sandwich boards, and roof tops signs).
    - Staff are exploring a creative sign permit with an approval level at the Planning Commission or the Cultural Arts Commission. This is intended for folks who can't meet the requirements of Pomona's sign standards and who want to put forward something through a Conditional Use Permit that they feel could be innovative and creative in adding some aesthetic value to their property. This is a path for someone to bring an item forward for discretionary action and gives more latitude.
    - More provisions for historic signs or repurposed sign. Staff has heard feedback on signage that may not be advertising a business that's there anymore, but it has some aesthetic value (i.e. Pomona Fish Market sign)
    - Any signs on a historic building would require the applicant go through a minor Conditional Use Permit through the historic preservation process and reviewed by staff.
  - Placemaking – addresses how to activate Downtown Pomona as a community driven place. Staff was folks to feel encouraged to read this plan and feel like there are things they can start doing.
    - Includes many new supportive policies that encourage parklets, pop-up music, art in public places, and murals.
    - Staff are recommending that the City develop public realm activation guides. Right now, if someone wants to build a parklet, the tool is an encroachment permit, but an encroachment permit is a cash all tool for encroaching on the public right of way. Staff are working with Public Works to better define standards for parklets or create a guide that specifies those types of activations.
    - Staff are exploring a new placemaking permit, which would be a low-cost fee permit where somebody could say they want to do a pop-up music event downtown or activate their alley with an event (i.e. movie on a wall). Right now, there are not supportive policies for this.
  - Implementation – opportunity zones are mentioned and some infrastructure financing mechanisms.
- Feedback has been received since the draft has been circulated and the following are items staff wanted to bring to the Planning Commission's attention to discuss tonight.

- The concept of work-live lofts. Right now, there is a parking reduction incentive to provide work live. Some folks have mentioned wanting to mandate work-life lofts, particularly in the Mixed-Use Central Business district, suggesting a percentage mandate (10%, 15%, 20%) where a developer would have to outfit that area to allow a work-live loft. The concept behind this is to extend the reach of the Arts Colony to the entire downtown Pomona to address ultimately affordability and provisions for those types of lofts downtown.
- A need to potentially reduce or eliminate parking ratios in some districts of downtown, particularly the Mixed-Use Central Business District. The Vehicle Parking District (VPD) has lots downtown and so the idea would be to rely on these VPD lots when eliminating the parking ratios for the first two floors of construction.
- Shifting that border westward to Parcels Street. Staff feels strongly that this is something that needs to happen. When one looks at the draft right now the Central Business District ends at Park Ave. and then the RMF zone starts. If a person walks that strip from Fourth Street all the way to First Street, it's the Edison Historic district, the Fish Market's there, and it's really functioning as that last leg of the Mixed-Use Central Business District. It was proposed as RMF for density reasons, but staff are recommending bringing that all the way to Parcels Street.
- Common Open Space requirements. This contrasts with what we were just talking about with privately owned public open space. That 10,000 square feet becomes 5,000 square feet. Some developers have come back and said wholesale open space is problematic for floor area ratio purposes, because if somebody wanted to do a complete FAR on their property, where are they going to put the common open space and other than a roof top garden. If they can't do that then you start getting into form issues because they are going to have to build courtyards or cut into buildings. It is necessary to have that common open space in certain districts of downtown; however, it might unintentionally alter the design of downtown and the streetscape. The question is how to balance the need for open space with the form of the district.
- Non-Conforming use language; this exists in the Downtown now, there is a six-month sunset on non-conforming uses that is eighteen months shorter than our zoning code currently. Staff went silent on this, but there has been a request to bring that six-month sunset back for non-conforming uses.
- Single room occupancies (SRO) were recommended as permitted across downtown Pomona. There is concern without having development standards for single room occupancies the quality and caliber of those SROs may come into question and that the City may not be ready to address that without having development standards.
- There has been additional feedback on public art and the need to protect historic landmarks.
- Senior Planner Khan reiterated the four goals; 1) the boundary adjustments, 2) the goals of the General Plan, 3) the Metro goals and 4) the usability.
- Senior Planner Khan stated the City is currently circulating the draft; staff hosted an open house before this meeting and are now soliciting the Planning Commission's input tonight. He reminded the Commission that this grant funded effort and the grant expired December 31, 2018. He reported staff requested a six-month extension, so the City now has until June 30, 2018. He noted staff are working closely with Metro to meeting the grant obligations and have been reporting to them quarterly.

Development Services Director Gutierrez acknowledged and thanked staff, specifically Ata Khan, for their tremendous job and meaningful comments. She reminded the Planning Commission that due to staff turnover within in the City this plan was not moving forward, and they were in danger of losing the Metro funding. She stated in January staff picked up this project and made some significant changes in house, due to budget constraints. She thanked the consultant from RM who's has been flexible in allowing the City to use the remaining budget dollars strategically. She thanked Metro who has been patient and flexible with staff in getting to the end goal. She thanked the members of the community, particularly stakeholders and downtown owners who have been diligent in providing timely feedback. She stated she hope to reward that by incorporating those comments.

Commissioner VanderMolen stated he is very encouraged and likes the direction this is going. He stated he feels staff are bringing in a lot of elements and are rapidly changing the sphere of downtown. He shared he has been in Pomona for 33 years and remembers when downtown was completely dead and now there are signs of life and good things happening. He asked about feasibility of putting the use of space, use of parklets and parking all together. He spoke about the VPD having concerns about enough parking and stated he hopes that staff listens to them. He commented the City anticipates a lot of changes in the way people travel, drive and

park, but it is hard to be certain. He commented they have covered a lot of bases and listening to the public and so he doesn't want to pick on anything at this moment.

Commissioner Bunce stated he thinks this is progressive and the way of the future. He spoke about SB50 failing for all the wrong reasons and stated he wished it had succeeded. He commented that it's good to know he lives in a community that is conscientious about having mid-rise housing to have more concentration of the population around transit centers. He asked was fair-market affordability was.

Senior Planner Khan replied for that incentive the developer would have to demonstrate that those units that the work-live would be rented at fair-market value and the instrument would be recorded against a covenant or deed restriction.

Commissioner Bunce commented that in the Mayor in his State of the City address he was hoping for 20% to accommodate low-income and moderate-income individuals and families. He asked how staff would respond to the Mayor's request considering what was presented today.

Development Services Director Gutierrez replied the City is taking the first steps to address affordability and potentially exploring an inclusionary housing policy to require a certain level of affordability and it would potentially include downtown. She shared staff have talked with the community about including supportive policies that emphasize the need for affordability in downtown, particularly themed around arts and education. She stated staff want to include some policies specific to downtown and the theme of downtown arts in this plan and will be doing that in the next draft.

Commissioner Urey commented she likes a lot of what she sees, and it seems like it will allow people who are trying to make things happen in the downtown to have a lot more opportunities to try things out. She stated she likes all the pop-ups. She stated she is confused by some of the sign language, specifically about the arithmetic of a A-frame sign which states "signs allowed on a sidewalk with a minimum of five feet in width" and "the sign shall not obstruct and shall be located in such a way that a minimum walkway clearance of five feet is maintained.". She asked if you have five-foot sidewalk where do you put the sign.

Senior Planner Khan replied that the math has been brought to staff's attention by others and subsequent drafts may relax that a bit.

Commissioner Urey stated she would like it to remain worded in such a way that things will remain accessible to people with mobility or vision issues.

Development Services Director Gutierrez replied the intent was to keep the right of way clear and so staff can reword that better.

Commissioner Camacho-Gonzalez expressed concerns about the common open space incentive for providing public open space in lieu of common open space. He spoke about their only being one park downtown and he thinks there is not enough green space when walking downtown. He stated the implementation of public accessible open space that's private sounds good, but he knows there have been issues at the Mission Promenade where with folks having to lock their doors because people are coming in and using the restroom in the hallways. He stated it could be contentious issue and foresees folks applying for the open space incentive and then having issues later. He asked how the City can ensure there is still open space being developed in the downtown. He spoke about developing First Street into some type of linear park because it cuts through the middle of downtown and wanted to know where that stood in the plan or if there was potential for outlining other greenspace in the downtown. He thanked staff for their attention to pedestrian access. He shared he attended some talks and there were comments about discrepancies mentioned by some folks visited that's the edges, he wanted to know if those were addressed.

Senior Planner Khan replied to Commissioner Camacho-Gonzalez's third question, stating he believes he was referencing the Central Business District and if so, that was addressed by extending the boundary to Parcels Street in the subsequent draft. He replied to the question about the linear park, stating it is something covered in the Implementation chapter, however, he doesn't know if it is one of the action items for Public Works. He stated the Planning staff can meet with Public Works to see the feasibility of having an action step to explore greening along First Street and the railroad tracks. He shared there has been mention about Memorial Park

maintenance and potentially a new park. He replied to Commissioner Camacho-Gonzalez's first question about privately owned public open space, stating its challenging. He shared because of the time sensitivity of this, staff was not able to explore an in-lieu fee or some other park fee developers would pay into to support the construction of new public parks. He stated staff landed on the incentive mechanism hoping that privately owned public open space be a vehicle for that. He replied the safety argument is a very fair point, so staff will have to look at the implementation. He noted it is something that staff are having to address in the Corridor Plan because it also calls for public open space access and some developers don't care for the safety impacts.

Development Services Director Gutierrez replied staff heard about the constraints that would bring to the actual development and units they want there, due to the size of the parcels available in downtown, so staff are weighing options and likely make some tweaks.

Vice-Chair Grajeda asked if the City is taking suggestions and comments from residents of the area or business owners.

Senior Planner Khan replied it would be all the above. He shared there was multiple outreach sessions done through workshops, open houses and individual meetings through City Hall, as well as, direct feedback from residents who live or work in the area and had concerns.

Vice-Chair Grajeda stated thinks he the temporary use permit is a great suggestion. He asked if the city was prepared to put a notice out, because he is pretty sure a lot of people who are looking into starting a business downtown would use a six-month trial period.

Senior Planner Khan replied the perfect place for that would be in Chapter Four: Implementation as an action step. He stated it is identifying that as a policy recommendation and the responsible party would be economic development in the City of Pomona and the policy could be something of promoting sixty-day public pop ups in downtown.

Commissioner Kercheval thanked staff for their work and stated she is glad they were able extend the grant. She stated she likes the plan and asked if the Civic Center was on the map as a reference or if it was included.

Senior Planner Khan replied that was included as a reference. He clarified it is in downtown currently, but it would be rezoned as part of this action to open space. He reported there are a couple of parks, Centennial Park and Memorial Park, that are technically zoned MU, RSF or MUI and staff have recommended they also be zoned open space, so that they are protected as parks.

Commissioner Kercheval stated she would like to see the fountains restored in the Civic Center and the water put water back instead of the plants.

Senior Planner Khan stated he will note that.

Commissioner Kercheval confirmed staff are suggesting shifting the border westward past White Avenue.

Senior Planner Khan replied yes, but not westward on White Avenue. He pointed out that the area between Park and Parcels from First Street to Fourth Street is currently recommended as RMF (multi-family) but if one walks that street, it is the Edison Historic District with M&M Electric, other commercial uses, and parking lots. He stated it is essentially functioning as the last leg of the Central Business District. He shared the reason it was proposed this way was because of density and it makes more sense to bring it into the Central Business District because it's not a residential neighborhood. He stated the single family residential starts west of Parcels Street.

Development Services Director Gutierrez clarified the MUCBD allows for residential, it just allows for a mix of commercial and residential, as opposed to the RMF zone with only allows residential.

Commissioner Kercheval asked if they would include the Historic Commission on this.

Senior Planner Khan replied in the Introduction and the Placemaking Chapter there is a reference to the Edison Historic District and other landmarks. He shared part of the feedback was suggestions about adding

other potential landmarks on the map that are historic. He stated if there was any work being done in that Edison Historic District, it's nationally registered, so it would need to follow that path.

Development Services Director Gutierrez added they are not changing anything to the historic pieces, but staff will be bringing this to the Historic Preservation Commission as a discussion item out of courtesy.

Commissioner VanderMolen asked if staff could reference other cities or other areas of the country that the six-month trial business has been successful.

Senior Planner Khan replied yes; staff did research this. He shared San Francisco saw it as a success for a lot of Chefs and for folks to get their start in downtown San Francisco. He noted because of rent costs these folks were able to test out a pop-up kitchen or chefs would branch out from a main restaurant and open a pop-up for ninety days. He reported the challenge San Francisco had was health and safety permits, because there was an incongruity between what the county would allow as a pop-up and what the City was allowing. He stated Pomona's provision mentions the need to get a health and safety permit and to do right by the county health provisions. He shared LA was exploring this idea as well, but he doesn't know the outcome.

Commissioner VanderMolen replied he would like to see a few more examples of other cities smaller like Pomona, doing these things like this to revive their downtown.

Senior Planner Khan replied he could bring more examples when staff comes back with this item. He stated there are also economic development samples which he has seen. He shared the City of Arcadia mentions pop-up opportunities for underused areas on its economic development page.

Commissioner VanderMolen added he would also like to see more example of how Parklets and open space incentives are working. He stated he shares Commissioner Camacho-Gonzalez's concerns about units being open to the public because of control and use and keeping areas clean with the homeless.

**Vice-Chair Grajeda opened public comment.**

**Miranda Sheffield**, spoke about how San Francisco is a perfect example of a city where a lot of people have been displaced and are not able to live or be apart of the growth. She stated because of the tech industry there are a lot of people who are affected and houseless. She asked if there have been conversations about opportunities for community land trusts for those that live in the surrounding area. She asked if there was a way to amend the grant is going forward and to specifically state that there is a level equity and that the people will be able to have access and not just the people of the community that meet a certain type of threshold will be able to benefit from this opportunity. She asked how they are applying some type of equity with this plan, so that in five-ten years it won't lead to a huge amount of displacement.

Senior Planner Khan replied the plan does not mentions community land trusts right now, however, community land trusts often come up in conversation about inclusionary housing and affordability. He reiterated conversation will be starting citywide and there is a plan to bring that forward aside from this plan. He replied to Ms. Sheffield question about displacement, stating there isn't an affordability aspect of the plan right now, but they do have policies that look at equity, specifically in the placemaking chapter. He shared the Placemaking Chapter is intended to strike a different tone with Specific Plans and to put the perspective back on the community and what they could do with downtown. He reiterated inclusionary housing would be the way to bring up the community land trusts.

Vice-Chair Grajeda asked if they are going to see another presentation.

Development Services Director Gutierrez replied no that was the end of presentation. She thanked the Commissioners for their comments and stated between and requested they send any addition feedback before the public comment period ends next week. She stated staff plans to bring this back for action in June.

**Marcos Molina**, shared he moved to Pomona six years ago to study City Planning at Cal Poly Pomona was part of a group in 2015 that rewrote the Downtown Specific Plan as part of a project. He stated he reads a lot of General Plans and Specific Plans and has two comments. He stated in the Private Realm Chapter building height was discussed in stories but stories it could be interpreted differently with some stories being 10 feet

high, others being 15 feet or having a pitched roof. He recommended changing that to feet or improving on the explanation specifying the maximum height of a story (i.e. 10 feet). He commented the Public Realm addresses alleys in downtown Pomona, but he didn't see a discussion on it. He stated there are a lot of alleys downtown and sometimes they become nuisance locations where people abuse substances. He suggested alleys be added within the mobility element, as pedestrian only spaces or pedestrian connections and using these spaces to connect to parks or public transportation. He stated they could be used to expand the bicycle network so that the City doesn't have to rely on streets or public infrastructure to add in bike lanes or using share roads. He noted there is no space within the streets of downtown to add in a Class 1 bike lane. He spoke about making downtown Pomona a smoke free space to make sure our youth use downtown.

Senior Planner Khan responded to the active alley comments, stating the Placemaking Chapter does mention active alleys, but staff will take note of all the other comments.

**Ed Tessier**, 1180 N. Palomares Street; He publicly recognized staff for what they have been able to do with this project in recent months and stated many of these improvements are things the downtown has been asking for, for decades. He stated a lot of hope was pinned on this project to resolve longstanding issues and he was afraid the process was completely broken until Development Services Director Gutierrez, Senior Planner Khan and their team rolled up their sleeves. He stated the view has dramatically changed the outreach, the tone, and interest in downtown. He pointed out that he doesn't often praise staff, but he can't say enough about how many things he likes about the document. He shared there are items that representatives of the downtown business owners, property owners and residents are advocating for and he wanted to highlight those larger items. He stated affordable Arts Housing is probably the biggest issue for the downtown. He spoke about increasing the number of required live-work units in the downtown because these are units where people can pursue their craft and live and if they aren't mandated as a portion of the building stock they won't get built. He shared it is considered an unknown product in the Inland Empire and yet his company alone has built 200 of them in the downtown. He stated work-live units are by far the most attractive element of Pomona's land use because they bring more people in, tie them into the community, are incubators for new entrepreneurs and they create long term homeowners. He spoke about art affordability stating a lot of neighborhoods take a "Not in my backyard" (NIMBY) approach about low mod housing, but the downtown is not that neighborhood. He stated the downtown wants a mix of market rate and low mod housing. He stated the low mod housing contributes to the Arts Colony and needs to be arts and education oriented. He shared there are non-profits, which develop arts-based housing that's affordable and covenanted for the long term. He stated he is looking forward to an inclusionary ordinance citywide that when it is applied in the downtown requires low mod housing be arts and education themed.

Development Services Director Gutierrez reported there was some confusion on the boxes for comments on the Downtown Specific Plan versus public speakers. She requested a two-minute recess to go through the comment box.

**The meeting reconvened at 8:20 p.m.**

**George Cuttress**, stated he has been a business owner on and off in downtown for 25 years and currently works for Arteco Partners. He complimented staff and RM consultants on the job they have done. He stated this is the most progressive thing he has seen down in Pomona in years and he is really impressed. He agreed with Mr. Tessier that affordable arts housing is a critical component and specific requirements must be put in place for live work with an emphasis on the arts. He commented that the arts is what brought Pomona to where it is now in the downtown and they City shouldn't lose sight of that. He spoke about a creative arts corridor, suggesting a median strip down the middle of Garey Ave. between Mission Blvd. and Holt Ave. with pedestals built to hold sculpture or place to display neon signs from the Neon Art Museum storage facility. He requested there be priority placed on the mural project on the Garey Ave. underpass. He commented if Pomona wants to be a destination point for people, it will have to do something major. He concluded by stating this is a marvelous tool and he is excited about it.

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**ADJOURNMENT:**

The Planning Commission meeting was motion to adjourn by Chairperson Brown at 8:44 p.m. to the next regularly scheduled meeting of June 12, 2019 at 7:00 p.m. in the City Council Chambers.

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Anita D. Gutierrez, AICP  
Development Services Director

Jessica Thorndike, Transcriber

The minutes of this meeting are filed in the Planning Division of City Hall, located 505 South Garey Avenue, Pomona, CA, 91766.