

**CITY OF SAN DIMAS
DEVELOPMENT PLAN REVIEW BOARD
MINUTES**

**November 21, 2006 at 8:30 A.M.
245 EAST BONITA AVENUE
COUNCIL CHAMBERS CONFERENCE ROOM**

PRESENT

*Scott Dilley
Sandy McHenry (arrived at 8:36 A.M.)
Blaine Michaelis
Krishna Patel
Jim Schoonover
John Sorcinelli
Larry Stevens*

ABSENT

CALL TO ORDER

Jim Schoonover called the regular meeting of the Development Plan Review Board to order at 8:34 a.m. so as to conduct regular business in the Council Chambers Conference room.

APPROVAL OF MINUTES

Larry Stevens moved, second by Krishna Patel to approve the Minutes of November 9, 2006. Motion carried 5.0.0.

HEARING ITEMS

Case No. 06-77

Assistant Planner Michael Concepcion presented request to permit a contractor's office in the SP-9 zone during construction of office buildings located at 343 East Foothill Boulevard.

Eric and Jennifer Simison, property owners, were present.

Assistant Planner Concepcion explained to the Board that the trailer would be used for the contractor's main office and the project construction office. The concern is that an approval would set precedent for permitting a business to operate on a property prior to construction being finalized.

Assistant City Manager of Community Development Stevens stated that construction trailers were not the issue as they are permitted. The distinction between a construction trailer and a business operating at the site out of a trailer needs to be understood.

In response to Mr. Stevens, Mr. Simison explained that there would not be any off street clientele. Staff would consist of approximately four administrative employees. Restrooms would preferably be in the trailer with the possibility of hooking up to the sewer. In regards to how long trailer would be at site, Mr. Simison's goal was to have construction project completed within 6-8 months.

Public Works Director Patel expressed concerns with employee parking and how it would be secured at job site. He also asked when curb and gutter would be installed. Mr. Simison replied to Mr. Patel that curb and gutter would most likely be installed after utilities established.

Planning Manager Hensley replied that gravel would be used for employee parking during construction.

Councilman McHenry asked how Certificate of Occupancy would be issued with an incomplete parking lot due to construction office/trailer?

Assistant City Manager of Community Development Stevens replied that there would be a transition period at the time of Certificate of Occupancy issuance. In theory, the trailer could be moved to completed parking lot area so landscape work can be completed. Also, it would probably be better to have a contained toilet in the trailer to facilitate relocation of the trailer. Mr. Simison understood and acknowledged that there would be a cross over period.

Mr. Stevens added that if the Board finds the office use permissible, the property could not be used for equipment storage for the construction business.

City Manager Michaelis pointed out that this was a unique situation and the findings and conditions should reflect such, for example, redevelopment projects and eminent domain with time limit for business to operate out of trailer at construction site.

Mr. Patel pointed out similar construction on the south side of Foothill Boulevard by Athena Engineering and concern that similar request could be made setting precedent.

Mr. Stevens pointed out that the fact that there are building permits with project under construction, the request is more approvable. Concern lies with other business' being relocated due to eminent domain that do not have permits or under construction that may request to operate their business out of a trailer.

Mr. Sorcinelli commented that that any trailers at a job site should be only for general contractors and not subs. It does not make sense to have a trailer at a tenant improvement job.

The Board further discussed what findings and conditions should be, setting time limit, size and permitted use for a construction trailer.

John Sorcinelli moved, second by Jim Schoonover to allow the proposed construction trailer and office with removal upon final of construction project.

Motion carried 4.2.0. (Larry Stevens and Krishna Patel against)

Case No. 06-74

Assistant Planner Michael Concepcion presented request to install roof-mounted solar panels on an existing detached garage located at 404 West 4th Street. The proposal is reasonable because it complies with the solar panel policy, is not in conflict with the Town Core Design Guidelines and is using an environmentally friendly alternative energy source.

Applicant and property owner were not present.

In response to Mr. Schoonover, Assistant Planner Concepcion explained that solar panels were allowed because they would be installed on the new addition, so they do not conflict with the historic character of the historic survey home. Also, state law states that cities can not prevent solar panels solely for esthetic reasons.

Larry Stevens moved, second by Krishna Patel to approve with Standard Conditions.

Motion carried 6.0.0.

Case No. 06-76

Assistant Planner Michael Concepcion presented request to install roof-mounted solar panels on an existing house located at 1428 Butterfield Avenue. The solar panels would be visible from the street and conflicts with policy in regards to public view.

William Korthof, Energy Efficiency Solar, was present.

The Board discussed view of solar panels, equipment location and approach for future requests. Location of panel's dependant on which way home faces for maximum solar exposure.

Assistant City Manager of Community Development Stevens pointed out that when solar panels placed on appropriate roof location, we do not have the choice to disallow.

Larry Stevens moved, second by Krishna Patel to approve with Standard Conditions.

Motion Carried 6.0.0.

Assistant City Manager of Community Development Stevens requested that Staff update the existing solar panel guidelines to comply with state law and bring it back to DPRB for action.

Case No. 06-72

Associate Planner Marco Espinoza presented request to convert the attic into a second story and add 567 s.f. to the second floor located at 1724 Paseo Mundo.

Applicant and property owner were not present.

Associate Planner Espinoza pointed out that the main issues were that the addition was not visually harmonious with existing house, addition is bulky and massive in scale with existing house and the windows are inconsistent with existing.

The Board reviewed the elevations and suggested that the layout of the addition be re-done to improve location of windows and create a dormer look to the addition.

Larry Stevens moved, second by Jim Schoonover to continue with applicant working with staff on reducing size of addition and architectural solutions similar to addition done on similar house in neighborhood.

Motion carried 6.0.0.

ADJOURNMENT

There being no further business the meeting was adjourned at 10:10 A.M. to the meeting of December 14, 2006 at 8:30 a.m.