

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

**November 13, 2008 at 8:30 A.M.
245 EAST BONITA AVENUE
COUNCIL CHAMBERS CONFERENCE ROOM**

PRESENT

*Dan Coleman, Director of Development Services
Scott Dilley, Chamber of Commerce
Blaine Michaelis, City Manager
Curtis Morris, Mayor
Krishna Patel, Director of Public Works
Jim Schoonover, Planning Commission
John Sorcinelli, Public Member at Large (arrived at 8:40 A.M.)*

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

MOTION: Curtis Morris moved, second by Krishna Patel, to approve revised minutes of March 27, 2008. Motion carried 5.0.1.1 (Sorcinelli absent and Dilley abstained)

MOTION: Krishna Patel moved, second by Scott Dilley, to approve minutes of September 25, 2008. Motion carried 5.0.1.1 (Sorcinelli absent and Morris abstained)

HEARING ITEMS

DPRB Case No. 08-39

Review of plans for proposed expansion of the San Dimas City Hall located at 245 East Bonita Avenue. APN: 8387-006-903, 907 Zone: PS Public/Semi-Public.

Steve Gaffney, Nestor+Gaffney Architecture, LLP, was present.

Development Services Director Coleman presented facts of proposed San Dimas City Hall expansion. "Prairie School" architecture to be preserved with materials carefully selected to match existing. Expansion would add 16,767 sq. ft. (office space and two community meeting rooms) and 56 new parking spaces. Extensive interior renovation and remodel proposed to replace mechanical, electrical and plumbing building systems. Public plaza to be reconstructed to replace reflecting pool, renovate landscaping, increase usable plaza space and increase size of stage. The San Dimas HEROES organization has proposed an armed forces memorial where the flagpole "obelisk" currently stands. Also proposed is First Street reconstruction for additional parking and parking deck addition above east parking lot. Final decision on extent of improvements to be made by the City Council after analyzing cost factors.

Mr. Gaffney addressed the Board. He stated that the project is broken up into five pieces. Most of the interior space will be gutted. Parking to be modified with a new parking structure and re-striping. Landscaping modifications also planned.

Mr. Gaffney gave the Board an overview of the first and second floor layout and ADA ramp modifications. He concluded stating that the goal is to match existing building so one could not tell the building was added to.

Mr. Coleman added that the extra parking was to accommodate additional community room.

In response to Mr. Dilley, Mr. Gaffney stated that several parking ideas have been considered, including parking on Bonita Avenue. The parking structure will be expensive based on space per cost.

Mr. Coleman stated that the signal at Iglesia will change character of Bonita Avenue. Traffic transitions may make parking on Bonita Avenue complicated, though parking ideas for Bonita Avenue are still being considered.

Mr. Morris stated that he was concerned with losing open space for parking as it can never be returned.

Mr. Sorcinelli suggested that some of Iglesia could be closed off for parking as well.

Mr. Gaffney stated that costs vs. estimates to be reviewed in December.

No public comment.

Motion: Jim Schoonover moved, second by Scott Dilley to approve proposed site plan and elevations with final review and approval by the City Council.

Motion carried 7.0.0.0.

DPRB Case No. 08-45

Request to modify an existing wireless communication facility located at 1100 Covina Boulevard. APN: 8385-010-017 Zone: PS Public/Semi-Public

John Halminski, T-Mobile, was present.

Associate Planner Grabow presented proposal to the Board. Modification involves enlarging the antennas by three inches in width and decreasing the length by one foot and replace panels that cover the antennas. Panels are to ensure that the antennas are less visible and more consistent with the structure.

Mr. Coleman stated that the height of the antenna would make the three (3) inch increase in width unnoticeable.

Mr. Sorcinelli stated that he was not in favor of utilitarian change to the tower and adding the antennas to the tower has made the structure less elegant.

Mr. Halminski addressed the Board. He stated that the increased width was to improve service for their customers. As technology has changes, the antennas needed to be changed.

Motion: Scott Dilley moved, second by Dan Coleman to approve.

Motion carried 6.1.0.0. (Sorcinelli against)

DPRB Case No. 08-12

Request to approve a master sign program located at 1301 West Arrow Highway. APN: 8383-016-003 Zone: Specific Plan No. 2, Commercial Area.

Gordon Li and Charlie Shar, applicants, were present.

Associate Planner Grabow stated that the sign program is for one structure with three (3) tenant spaces. All tenants have entrances facing Arrow Highway to the south and rear parking lot to the north. Sign

program has been designed to establish and maintain continuity throughout the building. Ms. Grabow clarified that only the “wall” signs were internally illuminated.

Mr. Morris asked for clarification in regards to what areas were allowed internally illuminated signs. He stated that he thought there were some illuminated and some not along scenic highway. Mr. Coleman stated that staff would provide DPRB with detailed information regarding permitted signs along scenic highway.

Mr. Patel stated that line of sight needs to be reviewed for monument sign.

In response to Mr. Coleman, Mr. Li stated that there would not be any neon signs and would remove it from the sign program and use LED light source exclusively for consistent appearance.

Motion: Krishna Patel moved, second by Blaine Michaelis to approve sign program.

Motion carried 7.0.0.0.

DPRB Case No. 08-48

Request to erect a 112 sq. ft. shade structure located at 225 West Bonita Avenue. APN: 8387-014-037 Zone: CG-2 Creative Growth, Area 2

Heidi Daniels, San Dimas Wine Shop, was present.

Gary Enderle, 2044 Via Esperanza, was present.

Paul Kirby, Train Stop – 213 West Bonita Avenue, was present.

Aline Maksoudian, Chalet Gourmet – 120 West Bonita Avenue, was present.

Associate Planner Espinoza presented request. Shade structure was installed along the west side of the building without required DPRB review per Section 18.12.050. The City Council adopted a policy on membrane structures which does not allow this kind of structure in business/commercial zones unless approved for a special event with a Temporary Use Permit. Mr. Espinoza also clarified that the shade structure cover is canvas and not vinyl, as stated in staff report, with clear vinyl drapes. Design and shape of the shade structure bears no relationship to the existing historic building or other historic contexts in the Town Core.

In response to Mr. Schoonover, Mr. Espinoza stated that design of this shade structure is not appropriate or allowed in this zone.

Mr. Coleman stated that according to the Building Official, space heaters are required to be 5' away from this kind of shade structure.

Heidi Daniels addressed the Board. Ms. Daniels stated that the heaters are chained to the fence when not in use and moved inward when in use. Vinyl drapes are to protect patrons from wind and rain and are pulled to the side during periods of good weather. The drapes are clear because alcohol is served at the property. She added that she sat in on the downtown charrettes and assumed that the shade structure would be a wonderful addition to the downtown based on the desire to bring more activity to the downtown. She thought the building was no longer architecturally significant based on 1991 historic survey report of the property.

In response to Mr. Sorcinelli, Ms. Daniels stated that the desire is to have the shade structure up for seven (7) months, but would be okay with six (6) months. November to May.

Mr. Coleman stated that the time allowed for an approved temporary structure defined by Building and Safety is maximum of six (6) months, but by Zoning Code is twelve (12) days per calendar year.

Mr. Patel expressed concerns with carbon monoxide accumulation with use of heaters in a partially enclosed space.

Mr. Michaelis stated that a membrane structure policy is in place which prohibits the shade structure as proposed. Only City Council can review and make changes to this policy.

Motion: Blaine Michaelis moved, second by Jim Schoonover to deny request with shade structure to be removed within 10 days. In the event an appeal is filed, shade structure may remain in place while appeal is being processed. In addition, Building and Safety is to review use of patio heaters within shade structure area of patio.

Motion carried 7.0.0.0.

ADJOURNMENT

There being no further business the meeting was adjourned at 9:40 a.m. to the meeting of November 25, 2008 at 8:30 a.m.