

CITY OF SAN DIMAS PLANNING COMMISSION MINUTES

Regularly Scheduled Meeting
Thursday, September 19, 2013 at 7:00 p.m.
245 East Bonita Avenue, Council Chambers

Present

Chairman Jim Schoonover
Commissioner David Bratt
Commissioner Stephen Ensberg
Commissioner M. Yunus Rahi
Assistant City Manager for Comm. Dev. Larry Stevens
Senior Planner Marco Espinoza
Planning Aide Nicole Ellis
Planning Secretary Jan Sutton

Absent

Commissioner John Davis

CALL TO ORDER AND FLAG SALUTE

Chairman Schoonover called the regular meeting of the Planning Commission to order at 7:00 p.m. and Commissioner Bratt led the flag salute.

1. **REORGANIZATION OF OFFICERS** – Annual election for the positions of Chairman and Vice-Chairman per San Dimas Municipal Code Section 2.40.030.

Chairman Schoonover opened the meeting to receive nominations from the floor for the position of Chairman.

Commissioner Ensberg nominated Jim Schoonover for the position of Chairman. No other nominations were received from the floor, thus the nominations were closed.

MOTION: Moved by Ensberg, seconded by Rahi to re-appoint Jim Schoonover to the position of Chairman. Motion carried 4-0-1 (Davis absent)

Chairman Schoonover opened the meeting to receive nominations from the floor for the position of Vice-Chairman.

Chairman Schoonover nominated David Bratt for the position of Vice-Chairman. No other nominations were received from the floor, thus the nominations were closed.

MOTION: Moved by Schoonover, seconded by Ensberg to re-appoint David Bratt to the position of Vice-Chairman. Motion carried 4-0-1 (Davis absent).

CONSENT CALENDAR

2. Approval of Minutes: August 15, 2013

MOTION: Moved by Bratt, seconded by Ensberg to approve the Consent Calendar. Motion carried 4-0-1 (Davis absent).

PUBLIC HEARING

3. **CONSIDERATION OF CONDITIONAL USE PERMIT 13-02** – A request to transfer a Type 21 Alcohol License (Off Sale General – beer, wine and distilled spirits) from the Ralphs Grocery Store to the Smart & Final Extra Store in addition to modification to the operation standards (floor plan and hours of operation), located at 1005 W. Arrow Highway. (APN: 8383-010-028)

Staff report presented by *Planning Aide Nicole Ellis*, who stated a revised resolution has been passed out to the Commission with updates to Findings A, C and D, but that there were no changes to the Conditions of Approval. The Applicant was aware of these changes and did not have any issues with them.

She stated the Smart and Final Extra will be going into the tenant space recently vacated by the Ralph's at 1005 W. Arrow Highway. In 1986 the Ralph's received a Conditional Use Permit for the sales of beer, wine and distilled spirits in conjunction with a supermarket. The Ralph's ceased operations at the end of August. The Smart and Easy Extra will occupy 30,700 square feet and will sublease the remaining 15,021 square foot portion of the space to an undetermined tenant. They expect to open in July 2014.

Planning Aide Ellis stated the Smart and Final Extra concept is a smaller food store that targets both business and household markets. The store will operate from 6:00 a.m. to 12:00 midnight Monday through Sunday; however, the Condition 11 will allow for 24 hour operations to provide them flexibility for changing store hours without having to go through another public hearing process. Less than 2% of the floor area will be utilized for alcohol sales, and under Condition 10 sales are prohibited between the hours of 2:00 to 6:00 a.m.

The sale of alcohol is a conditionally permitted use in the zone. The store is located within census tract 4012.02, which currently has ten active licenses allowing off-site sale of alcohol. Smart and Final Extra is purchasing the existing license from Ralph's so there will not be an increase in the number of licenses in the tract. Staff contacted the San Dimas Sheriff's Station regarding this application, and there were no concerns over the transfer of the license. Staff is recommending approval of Conditional Use Permit 13-02 and the adoption of Resolution PC-1491.

Chairman Schoonover opened the meeting for public hearing. Addressing the Commission was:

John Le, Courtney + Le Architects, 801 S. Myrtle Avenue, Monrovia, Applicant, stated in response to Commissioner Bratt's inquiry that they are in the process of transferring the license and it will not be complete until this process is approved.

Commissioner Ensberg asked what type of tenant do they expect to have occupy the other space.

Pat Barber, Vice-President of Real Estate, Smart and Final, stated the broker has been the primary contact for marketing the space so he can't say what type of interest they have received yet, but they are excited about coming into this center and they want a tenant that will benefit both Smart and Final Extra and the center itself. Brixmor owns the balance of the shopping center, and owns 400 centers throughout the United States. He does know that they do not want a tenant that would be a heavy parking use.

Commissioner Ensberg stated he has been to the Covina store and was pleased by it.

Pat Barber, Smart and Final, stated that store is 25,000 square feet and this one is going to be 37,000 square feet. The added size will allow them to have a meat cutting section, and overall will be their best effort yet in the Extra category of stores. In response to Commissioner Rahi he stated that Smart and Final Extra stores are the same as other supermarkets but that they do not have a hot bakery or service deli.

There being no further comments, the public hearing was closed.

Chairman Schoonover stated whenever a center loses its largest tenant it usually drives the center down, and he was glad to see Smart and Final's desire to come into the community and keep the center thriving.

RESOLUTION PC-1491

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 13-02, A REQUEST TO TRANSFER A TYPE 21 ALCOHOL LICENSE FROM THE RALPHS GROCERY STORE TO THE NEW SMART & FINAL EXTRA STORE LOCATED AT 1005 WEST ARROW HIGHWAY (APN: 8383-010-028) FOR THE SALE OF BEER, WINE, AND DISTILLED SPIRITS FOR OFF-SITE CONSUMPTION

MOTION: Moved by Ensberg, seconded by Bratt to approve Conditional Use Permit 13-02 and adopt Resolution PC-1491. Motion carried 4-0-1 (Davis absent).

COMMISSION BUSINESS

4. PRELIMINARY REVIEW OF DRAFT HOUSING ELEMENT

Staff report presented by **Assistant City Manager Larry Stevens**, who stated the 2014-2021 Redline Draft Housing Element has been submitted to HCD for their 60 day review period, and they are introducing the availability of the draft during the State's review period. At the end of that time if there is a preliminary approval from HCD, they will make adjustments to the document based on their comments and schedule it for public hearing later this year.

He stated because they were able to complete the rezoning and related obligations pursuant to the 2008-2014 Housing Element prior to the new cycle, they are able to submit a streamlined redline version rather than go through the complete review process. The principal changes were made in Chapters 3 and 4 from the previous Housing Element cycle.

The Housing Element consists of five chapters: the Introduction, a Needs Assessment, Housing Constraints, Housing Resources, and a Housing Plan. The Housing Element also contains several strategies and programs, and because we had HCD approval of the prior element and made the approved changes and submitted our new Element on time, the City is eligible to submit an 8-year Element as opposed to a 4-year Element. The State is trying to synch the Housing Element review cycle with the Regional Transportation Element, which is also on an 8-year cycle.

Assistant City Manager Stevens stated one of the things done with the Element is to assess what the housing needs are, which requires an understanding of the nature of the population and the community's housing needs, and this is done through a housing trends analysis. Over the past decade there has been a 5% decline in the overall population of the City, which includes a declining young adult population, along with an increasing middle age and senior population. There has also been a decline in household and family size, and 30% of the households earn less than the County moderate income level. They also have to consider various special needs populations which include seniors, persons with disabilities, large households, female headed households, and the homeless.

He stated the housing stock has remained essentially the same since the last cycle, and went over the statistics on type of housing and occupancy information. He stated there has been very little foreclosure in San Dimas. Generally single-family home prices exceed affordability, but condo units are within the range. Rental rates are generally affordable for moderate income families, but are difficult for low-income families. In the housing stock there are two developments that are at risk for losing their affordability status, and another pressing issue is housing overpayment.

For the upcoming cycle the RHNA number assigned by SCAG to San Dimas is 463 units, which is approximately 200 less than the prior cycle. The key number though is the number of units that fall within the extremely-low and very-low categories as that number is what mandates the 30 DUA zoning obligation. Since the RHNA is lower than the prior cycle and the City has completed its rezoning and none of those sites have redeveloped, then they do not have to rezone any other properties this cycle. He stated one thing they are required to do is to analyze constraints as to what is limiting housing and went over the various items impacting that.

Assistant City Manager Stevens stated they were able to preserve the affordable units in the Loma Bonita project, and that the City owns 10 affordable units in Grove Station/Village Walk that they will be marketing shortly. During the last cycle the City assisted in providing 261 housing rehabilitations for low and moderate income residents, and facilitated refinancing of Voorheis Village and extended its affordability for another 55 years. They have also renewed the Mobile Home Accord which helps to preserve affordable mobile home units, zoned property for special needs housing and adopted new density bonus standards, and assisted 1,500 seniors through the SHARES program. He then went over the five basic goals to assist in development of affordable housing for the upcoming cycle.

He stated that sixteen programs have been identified to undertake in the next cycle and are summarized on page V-18 of the Redlined Draft Element. He stated the Commission can provide comments now or at any time over the next 60 days. They will be coordinated with the comments the City receives back from HCD, and will be used to create the Draft that will be considered during the public hearing cycle, which should begin in November.

Commissioner Bratt asked how the Residential and Development Fees shown in Chapter 3, Page 13 were set.

Assistant City Manager Stevens stated these are the existing fees adopted by the City Council so they are simply reporting them, and the changes are arrived at by using a Cost of Living Multiplier.

Commissioner Bratt stated Chapter 4, Page 1 shows the RHNA number dropping from 625 to 463, but in the last paragraph on that page, it stated the City's aggregate housing sites would be 631 units and asked about the difference. He also asked about the 105 units allowed in the Northern Foothills as shown in Chapter 4, Page 2, since he thought the NJD project was only 61 units.

Assistant City Manager Stevens stated because the City was able to persuade SCAG to reduce the RHNA number, 463 units is the minimum number of units to be provided for. By using the various methods based on site inventory and an estimate of how many second units might occur, combined with the entitled projects and vacant parcels, the possible available units would exceed the minimum required. So in theory you could provide 631 units, but there is never complete build-out. We are not committed to build 631 units, it just shows that we could provide more than the minimum. In regards to the Northern Foothills, the 105 units is counting all properties in SP-25, not just NJD. That is the cap for all parcels assuming there are no changes made to the zone or re-zoning done.

Chairman Schoonover asked about the number of mobile homes shown in Table II-10: Housing Type 1990 – 2010.

Assistant City Manager Stevens stated there has not been an increase of 500 mobile homes, but the number comes directly from Census information. When they take the information to HCD, they will point out the mistake. It appears that somehow the decrease of 500 single-family attached homes became 500 new mobile homes and other.

ACTION: Report received.

ORAL COMMUNICATION

5. Assistant City Manager for Community Development

Assistant City Manager Stevens stated they issued building permits to Avalon Bay to construct 156 units at Loma Bonita, which will be about a 15 month construction cycle. They have also received tentative approval from Supervisor Antonovich for an \$850,000 grant for the Walnut Creek Regional Park to implement Phase 1, which encompasses trails, demolition and preliminary landscaping. Phase 1 does not include any vehicular access to the site. He stated the gas station project ran into an issue at City Council because of improper noticing of the DPRB appeal. It was continued and will be coming back to Council next Tuesday; however, they did approve the code amendment to modify the turnaround station design requirement.

He stated Olson's proposed project on Foothill is progressing very slowly, and Staff is waiting for a complete application for the rehab facility in Via Verde. The Smart and Final Extra is in plan check for the tenant improvements and they hope to pull permits around the first of December and be open in the spring.

Commissioner Bratt stated he heard they were changing the façade for the Smart and Final Extra and was concerned how it would impact the look of the entire center.

Assistant City Manager Stevens stated they achieved a design that would allow them to have the two tenant spaces but it maintains the consistency of the center.

6. Members of the Audience

No communications were made.

7. Planning Commission

Commissioner Bratt stated the new pedestrian lights in the downtown are not working properly.

Assistant City Manager Stevens stated the City has been working with the vendor to isolate the problems and fix them, but they are not sure yet how long that will be or if they can be fixed. If not, they will go to a push button to activate the lights.

Commissioner Bratt stated he would like an item about the City's current position in regards to cigar bars and microbreweries.

Assistant City Manager Stevens stated in regards to cigar or cigarette stores, whether traditional or the new e-cigarettes, if they are retail only they can operate in any retail zone. If they wish to operate a lounge where people can associate and smoke, then all of our zones would require a Use Determination before they could forward to determine if it would be compatible to the zone and if it would be a permitted or conditional use. The process would be similar to the application they had for a hookah lounge a few years back. Currently microbreweries aren't covered at all in the Code, and that is something they are trying to take a look at as they are considering revisions to the industrial zone or otherwise. They would also need to identify if a Use Determination or a Code Amendment would be the appropriate action to take, depending on the proposed location. The constraints of any particular location could also impact the ability to site a microbrewery.

ADJOURNMENT

MOTION: Moved by Ensberg, seconded by Bratt to adjourn. Motion carried, 4-0-1 (Davis absent). The meeting adjourned at 8:13 p.m. to the regular Planning Commission meeting scheduled for Thursday, October 3, 2013, at 7:00 p.m.

Jim Schoonover, Chairman
San Dimas Planning Commission

ATTEST:

Jan Sutton
Planning Commission Secretary

Approved: October 17, 2013