

CITY OF SAN DIMAS PLANNING COMMISSION MINUTES

Regularly Scheduled Meeting
Thursday, June 5, 2014 at 7:00 p.m.
245 East Bonita Avenue, Council Chambers

Present

Chairman Jim Schoonover
Commissioner John Davis
Commissioner Stephen Ensberg
Commissioner M. Yunus Rahi
Senior Planner Marco Espinoza
Associate Planner Luis Torrico
Planning Secretary Jan Sutton

Absent

Commissioner David Bratt

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 Davis led the flag salute.

CONSENT CALENDAR

1. Approval of Minutes: May 1, 2014

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

PUBLIC HEARING

2. **CONSIDERATION OF CONDITIONAL USE PERMIT 14-04** – A request to allow on-site sales of beer, wine and distilled spirits (Type 47 license) in association with a full-service restaurant (LucaBella) at the Walker House located at 121 N. San Dimas Avenue in the Creative Growth Area 2 Zone – Frontier Village (CG-2). (APN: 8387-011-904)

Staff report presented by *Associate Planner Luis Torrico* who stated this application is to approve a Type 47 alcohol license in conjunction with the operation of a full-service restaurant, LucaBella, at the Walker House. The previous restaurant, Saffron, moved out in 2009. LucaBella will occupy the first floor, verandas and rear patio and he outlined the floor plan.

They will provide brunch, lunch, dinner, and off-site catering, as well as hosting private parties. They would also like to offer live entertainment which will require a separate permit.

Commissioner Davis asked who approves that permit.

Associate Planner Torrico stated the License and Permit Hearing Board, which is the DPRB, approves applications for live entertainment. The restaurant will operate five days a week and went over the proposed hours. In addition, they also have the ability to apply for staying open beyond the normal hours of operation for special events up to four times a year with a Temporary Use Permit. Staff has consulted with the Sheriff's Department regarding this request and they had no issues with the consumption of alcohol in the outdoor eating areas. Staff is recommending approval of Conditional Use Permit 14-04 by adopting Resolution PC-1508 and the attached conditions.

Commissioner Rahi asked if Saffron had a license to serve alcohol.

Associate Planner Torrico stated they also had a Type 47 license so this will be similar to the previous operator.

Commissioner Davis asked if the Commission was setting the hours of operation, and if LucaBella wanted to operate prior to 11:00 a.m., would they need to come back to amend the CUP.

Associate Planner Torrico stated the Commission was setting the hours of operation since the agreement executed with the City did not. Staff considered extending the hours to an earlier opening time so that the Applicant would not have to apply for another CUP in the future but since the agreement with the City did not specify being open for breakfast, the hours were not increased.

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

Chris Felippa, Owner of LucaBella, stated he worked the restaurant at the Walker House for an event last night and thought the facilities were wonderful.

Commissioner Davis asked him if he was happy with the hours of operation as listed in the resolution.

Chris Felippa, LucaBella, stated he wasn't planning to offer breakfast at this time but wouldn't mind if they wanted to amend them to an earlier time in case he wanted to in the future.

Senior Planner Marco Espinoza asked what would be the earliest he envisioned wanting to open if they added breakfast in the future.

Chris Felippa, LucaBella, stated it is not in their current plans but he thought 7:00 a.m. would be the earliest they would open if they added breakfast.

Senior Planner Espinoza stated the Commission can approve the hours to begin at 7:00 a.m. so the Applicant would not have to come through the CUP process again, and then if they ever wanted to expand their business they could work through Administration if a new agreement is required.

Commissioner Rahi asked if they have large parties often.

Chris Felippa, LucaBella, stated their current restaurant is small so they mostly cater them off-site.

Commissioner Davis asked about the four special events permits per year.

Associate Planner Torrico stated all businesses in the City are allowed to apply for a Temporary Use Permit if they want to hold an event outside of their regular operations.

Senior Planner Espinoza stated an example would be if they wanted to have a New Year's Eve celebration and wanted to be open until 1:00 or 2:00 a.m., or they wanted to be open for a special holiday that was not one of their regular business days, they could apply for a TUP.

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

RESOLUTION PC-1508

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 14-04, A REQUEST TO ALLOW ON-SITE SALES OF BEER, WINE AND DISTILLED SPIRITS (TYPE 47 LICENSE) IN ASSOCIATION WITH A FULL-SERVICE RESTAURANT (LUCABELLA) AT THE WALKER HOUSE LOCATED AT 121 NORTH SAN DIMAS AVENUE (APN: 8387-011-904)

MOTION: Moved by Ensberg, seconded Davis to approve Conditional Use Permit 14-04 and adopt Resolution PC-1508, with the amendment to Condition No. 6 to increase the starting time to 7:00 a.m. seven days a week. Motion carried 4-0-1 (Bratt absent).

COMMISSION BUSINESS

3. **CONSIDERATION OF CLASSIFICATION OF USE 14-01** – A request to classify a classroom use, in association with an office use, similar to on-site administrative training and meeting rooms typically associated with office uses, located at 300 N. Lone Hill Avenue in Specific Plan No. 18, Area II Corporate Office Park. (APN: 8383-010-056)

Staff report presented by *Associate Planner Luis Torrico* who stated this is a request to consider approving limited classroom use associated with an administrative office use as similar to on-site administrative training and meeting rooms. The proposed location is an existing office building at 300 N. Lone Hill Avenue, which was previously occupied by Edison, in SP-18, Area II Corporate Park zone. The Applicant, Azusa Pacific University (APU) on-line education division plans to occupy the second floor of the building for their administrative offices and would like to offer limited evening classes when the office is closed. The classroom area will be less than 10% of the total floor area they will occupy. He explained the floor plan and proposed operation and stated each classroom area will hold a maximum of 24 students for a total not to exceed 72 students at any given time. He stated most offices provide some meeting and training rooms, so this could be considered similar to on-site training. Because the classes will be held after hours, there is no additional parking required. If this is approved, any future similar uses in this zone would be permitted by right as long as they are secondary to a permitted office use and do not exceed 10% of the overall floor area. Staff is recommending approval of Classification of Use 14-01 based on that criteria.

Commissioner Davis asked if the rest of building is being used.

Associate Planner Torrico stated the Applicant is only going to use the second floor; the first floor will be vacant or leased to another tenant.

Chairman Schoonover asked since the Applicant is not using the entire second floor, or the entire building, is there a plan to remove the monument sign.

Associate Planner Torrico stated Edison had a faceplate over the existing sign and one of the conditions when they moved out was to remove it. A new faceplate for APU can be approved at Staff level.

Chairman Schoonover opened the meeting for comments. Addressing the Commission was:

Greg Nassir, CBRE, 111 Universal Hollywood Drive, Universal City, stated there is a portion of the second floor that is undeveloped and cannot be entered. The landlord may make that space available sometime in the future, but not now. The lower floor is vacant and will be for lease. The landlord intends to refinish the monument sign for multiple tenants and APU will have a portion of that. APU is very excited to partner with the city and the students are professionals in nature that all have AA degrees and are continuing their education. There will be 75 employees during the day at the facility, and then the students at night.

Chairman Schoonover asked if the students are mostly undergrad then or are there Masters and Doctorate programs.

John Reynolds, President, APU On-Line, stated they are primarily undergrad to completion, and then there are some grad programs. The classes are primarily in the Management and Leadership programs.

Commissioner Davis asked if there was the same amount of office space on the first floor.

Greg Nassir, CBRE, stated there is but as with the second floor, there is approximately 10,000 square feet that hasn't been developed yet, so it has the potential to be up to 60,000 square feet total for the building. There is another half of the building that is occupied by a warehousing organization that operates separately.

Commissioner Rahi asked if this will be the same as the Glendora facility they are vacating or are they expanding their services.

John Reynolds, APU, stated this facility should meet their needs for the next seven to ten years, but the idea is they have the opportunity to grow at this location that they did not have in Glendora. They did not have classrooms at their current facility because they were located so close to the main campus, but as they grow they find they need to have their own classrooms. The students are mostly working professionals that are looking to expand their careers.

There being no further comments, the comments portion was closed.

RESOLUTION PC-1509

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS APPROVING CLASSIFICATION OF USE CASE NO. 14-01, A REQUEST TO CLASSIFY A LIMITED CLASSROOM USE, IN ASSOCIATION WITH AN OFFICE USE, SIMILAR TO ON-SITE

ADMINISTRATIVE TRAINING AND MEETING ROOMS TYPICALLY
ASSOCIATED WITH OFFICE USES FOR PROPERTY LOCATED AT
300 NORTH LINE HILL AVENUE (APN: 8383-010-056)

MOTION: Moved by Ensberg, seconded by Rahi to adopt Resolution PC-1509 approving Classification of Use Case No. 14-01. Motion carried 4-0-1 (Bratt absent).

ORAL COMMUNICATION

4. Assistant City Manager for Community Development

Senior Planner Marco Espinoza stated the City Council approved first reading of the code amendment for the CG-1 area with the additional uses and changes to parking standards. Costco has indicated they should be submitting next week for the new pad buildings, and the Olson and City Ventures housing projects will be presented at the next DPRB meeting. He stated the first phase of the apartments behind the Fresh and Easy should be open in the next month or so.

5. Members of the Audience

No communications were made.

6. Planning Commission

Commissioner Davis asked if the gas station remodel is moving forward.

Senior Planner Espinoza stated the applicant has not submitted any plans to the City for plan check yet.

ADJOURNMENT

MOTION: Moved by Ensberg, seconded by Schoonover to adjourn. Motion carried 4-0-1 (Bratt absent). The meeting adjourned at 7:30 p.m. to the regular Planning Commission meeting scheduled for Thursday, June 19, 2014, at 7:00 p.m.

Jim Schoonover, Chairman
San Dimas Planning Commission

ATTEST:

Jan Sutton
Planning Commission Secretary

Approved: July 17, 2014