

CITY OF SAN DIMAS PLANNING COMMISSION MINUTES

Regularly Scheduled Meeting
Thursday, May 19, 2016 at 7:00 p.m.
245 East Bonita Avenue, Council Chambers

Present

Chairman David Bratt
Commissioner John Davis
Commissioner Margie Green
Commissioner Tom Molina
Commissioner Ted Ross
Planning Manager Fabiola Wong
Associate Planner Luis Torrico
Planning Secretary Jan Sutton

CALL TO ORDER AND FLAG SALUTE

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

APPROVAL OF MINUTES

1. April 21, 2016

MOTION: Moved by Green, seconded by Davis to approve the minutes of April 21, 2016. Motion carried unanimously, 5-0.

PUBLIC HEARINGS

2. **CONSIDERATION OF CONDITIONAL USE PERMIT 16-01** – A request to install a stand-alone ATM within the façade storefront of an existing commercial building located at 1024-1036 W. Gladstone Street within the Citrus Station (Costco) commercial center, in Specific Plan No. 24, Area 1. (APN: 8383-009-107) **(Continued from May 5, 2016 at the request of the Applicant)**

Staff report presented by *Associate Planner Luis Torrico*, who stated this is a request to install a stand-alone ATM on Building 2 of the new pad buildings just completed at the Costco center. Based on the code amendment approved last year that added new uses, this requires a Conditional Use Permit. The design was reviewed by the DPRB on April 14, 2016, and they recommended approval to the Commission with the condition that the proposed color scheme of yellow and red be redesigned. The original proposal had a yellow surround, but the Board wanted something that would be complementary to the building's color scheme. The new bronze color achieves that. The ATM will be flush-mounted to the building and there will be downlighting above it that will light the area.

He showed the Commission how the ATM would be located within the storefront glass on the façade between the end-cap tenant Waba Grill and Nektar Juice Bar. It will be within a 22-foot

alcove and went over the installation details. No additional signage or lighting will be installed other than what is shown as the current lighting meets the State requirements. He reiterated the Board approved the overall design other than the color scheme, and felt the bronze color now addresses their concerns. Therefore, Staff and the Board are recommending approval of Conditional Use Permit 16-01.

Commissioner Molina asked where the closest ATM is to this location, and felt this ATM seems to be in the back and not visible to the street.

Associate Planner Torrico stated there is a non-Wells Fargo bank in the center that has an ATM, but it is not a requirement of this approval that it be Wells Fargo operating this ATM. The closest Wells Fargo branch is on Arrow Highway and Lone Hill. This ATM is oriented more towards the center, but in an area that is quite busy and once people know it is there, he feels it will be used.

Commissioner Green stated the change in color was much better than before, and that this is a busy part of the center so people will see it.

Commissioner Davis asked why they have the condition restricting signage.

Associate Planner Torrico stated Staff felt that while the ATM was providing a service to people using the center, it was not necessarily a business occupying a tenant space that would require wall signage. The center has provisions in their sign program for directional signage or monument signage, which would be better suited for this type of use.

Commissioner Davis felt the building itself would limit the amount of signage that could be on it and thought it would be better to leave it to the landlord and tenants to determine who should get signs and what size they would be.

Associate Planner Torrico stated the Master Sign Program was adopted prior to the code amendment and it was designed to accommodate signs for the tenant spaces. There is a concern that by allowing the ATM to have a sign, it would overlap into the space allowed for the actual tenants.

Commissioner Davis stated Staff indicated the current lighting in the center meets the State's minimum requirement for the ATM, but if that minimum standard is raised, would it come back to the Commission or Staff to review lighting changes. He stated in regards to the parking it looked like the ATM was situated right in front of the handicap parking. Usually people want to just pull right in and leave quickly near the ATM and asked if there were any restrictions in the Applicant having reserved parking for ATM users. He was concerned that people will just pull up behind parked cars and block them while they are using the ATM.

Associate Planner Torrico stated Staff would handle any minor changes brought about by changes in the State lighting standards, but if it was going to be a major change, then the Commission would review it. As to the parking, usually we do not encourage having spaces marked for specific uses and there are spaces nearby that are not handicap restricted. The center was designed so that all the parking is shared by all the businesses and there is no requirement under the CUP to have a certain amount of parking for this use, so Staff would not support having restricted spaces.

Commissioner Ross referenced an article on the dais regarding an issue with skimmers being installed on ATMs in numerous locations which resulted in over \$500,000 being stolen, but would let the Applicant speak to that.

Chairman Bratt stated when an ATM is part of a bank they enter a room behind it to refill it and asked how this will be refilled. He also asked how it was going to be anchored into the building to prevent it from being pulled out of the wall.

Associate Planner Torrico stated the Applicant could best address how it will be serviced but that the façade does swing open. He stated on Page 6 of the plans in Exhibit B there is an installation detail and maybe the Applicant can elaborate on the types of fasteners used.

Chairman Bratt opened the meeting for public hearing. Addressing the Commission were:

Alex Gonzalez, Evergreen, Applicant representing the landlord, stated they have always wanted signage for the ATM and would welcome working with Staff to find a solution. He stated the bronze surround was a big department from the corporate look for Wells Fargo.

Commissioner Davis asked at what part of the process did they lose the signage for the ATM.

Alex Gonzalez, Applicant, stated it wasn't that they lost the sign, he thought it was more Staff's determination as to what qualifies as retail space. The landlord considers it a rent paying tenant, albeit a smaller one, and felt they could find space for a sign.

Chairman Bratt asked where he would propose a sign be located. He stated he also uses the local branch and the ATM there doesn't have a border so in regards to the bronze surround he did not feel it was that different from what is at the bank site.

Alex Gonzalez, Applicant, stated the Master Sign Program that includes his two buildings show where all the signs will be located on the facades.

Joanne Reina, Consultant for Wells Fargo, stated the proposed color scheme deviates from the standard for off-site ATMs, and that the yellow helps to identify them when they are not on a bank branch.

James Spix, Installation Vendor for Wells Fargo, stated the ATM anchors are epoxied into the slab underneath, plus it is mounted into the wall and anchored there as well. To service it, there is a 48" section with a lock hinge to allow access from the front. In regards to the earlier statements about surveillance, the ATMs come standard with a transaction camera in the machine, and the site is evaluated for any security concerns. If it is felt a second camera is needed, they would add one.

Commissioner Ross asked what view angle was used by the camera and if it used any facial recognition software.

James Spix stated the view can range from 105 to 180 degrees depending on where it is located. He wasn't sure if any facial recognition software was being used at this time.

Commissioner Ross stated the man in the article was able to spend a lot of time installing skimmers on so many machines, and that there was technology out there to combat that. He felt if they are going to have this type of facility and service, they should have that in place. He felt if someone was seen at a multitude of machines because of facial recognition, it would trigger an alarm. He felt since this ATM was in a remote area it could be a target.

James Spix stated Wells Fargo updates all their software three to four times a year to keep them clean and all that is checked on a regular basis.

Chairman Bratt asked if there was a procedure for refilling the machine because the ATM is in an area that is almost all restaurants and there will be a lot of people around and was concerned about it being replenished in the open like that. He asked if there would be a second guard there or other procedures for refilling the machine.

James Spix stated he did not know the exact protocol but he has gone to many off-site machines and there are always two guards out of the truck so that they have someone observing while one is doing the servicing.

Chairman Bratt was concerned this would present a target since it was close to the freeways and feels it is an extremely vulnerable site.

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

Commissioner Molina felt without a sign people may not know there is an ATM there and will go off-site to find another one and may not return to the restaurants there.

Commissioner Davis felt this was a rent paying tenant and didn't see why they couldn't have a sign.

Chairman Bratt stated the sign policy limits how much of the building can be used for signage, so if you allow the ATM to have a sign, it would limit the amount available for the other tenants.

Commissioner Davis felt that should be left up to the landlord and tenants to work out between them.

RESOLUTION PC-1561

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 16-01, A REQUEST TO INSTALL A STAND-ALONE ATM WITHIN THE FAÇADE STOREFRONT OF AN EXISTING COMMERCIAL BUILDING LOCATED AT 1024-1036 W. GLADSTONE STREET WITHIN THE CITRUS STATION (COSTCO) COMMERCIAL CENTER LOCATED IN SPECIFIC PLAN NO. 24, AREA 1 (APN: 8383-009-107)

MOTION: Moved by Davis, seconded by Molina to adopt Resolution PC-1561 with the deletion of Condition No. 15 prohibiting signage for the ATM. Motion carried unanimously, 5-0.

Associate Planner Torrico stated the primary concern for Staff is that having a free-standing ATM was an afterthought of the building's design and the designation of the sign area so it was never designed to include a use like this. Also, there is still the questions of would this be considered a business or more like a kiosk providing a service, because it is not a retail space.

Commissioner Davis felt they should amend the sign program to accommodate it.

Planning Manager Fabiola Wong stated the sign criteria was envisioned for each of the storefronts. Similar to a mall where only the main anchors have exterior signs, if you allowed all the tenants to have signs, you create visual chaos. They can't predict what businesses may occupy the actual tenant spaces in the future and it could cause issues for them to have an adequate sign area because of the ATM.

Commissioner Davis stated in his view you want as many tenants as you can, and if you have to reduce the size of the signage to fit them all in, then that should be a decision left up to the landlord. He wants the tenants to be successful and did not think it was a big deal to put up a sign that says Wells Fargo.

ORAL COMMUNICATION

3. Community Development Department

Planning Manager Fabiola Wong stated that on June 2, 2016 Metrolink was going to hold a community meeting in the Plummer Building at 7:00 p.m. to discuss concerns regarding operations and the train horns. Also on June 2, 2016 the City Council will be taking a tour of Metrolink stations leaving City Hall at 9:30 a.m. to which the Commission members are invited to, and advised they should let the City Manager know if they wish to attend. She stated that Assistant City Attorney Lindsay Tabaian is taking a new position with another firm so we will have an interim attorney as needed until a permanent appointment is made by the City Council. At the last Council meeting the revision to Tentative Tract Map 70583 for Brasada was approved.

4. Members of the Audience

No communications were made.

5. Planning Commission

Chairman Bratt stated when the sign ordinance was adopted a few years back he recalled that Staff had stated there would be occasional weekend code enforcement for sign patrol. He stated it is really getting out of control around the City and that last weekend alone there were 12 signs from one realtor along Gladstone Street, and felt enforcement was needed.

Planning Manager Wong stated she would bring up that concern, and that the City just recently filled the second code enforcement officer position that had been vacant so we were now at full staff again.

ADJOURNMENT

MOTION: Moved by Bratt, seconded by Davis to adjourn. Motion carried unanimously, 5-0. The meeting adjourned at 7:40 p.m. to the regular Planning Commission meeting scheduled for Thursday, June 2, 2016, at 7:00 p.m.

David A. Bratt, Chairman
San Dimas Planning Commission

ATTEST:

Jan Sutton
Planning Commission Secretary

Approved: June 2, 2016