

**SPECIAL CITY COUNCIL
MEETING MINUTES
TUESDAY AUGUST 23, 2016 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE**

CITY COUNCIL:

Mayor Curtis W. Morris
Mayor Pro Tem Emmett Badar
Councilmember Denis Bertone
Councilmember John Ebner
Councilmember Jeff Templeman

STAFF:

City Manager Blaine Michaelis
Assistant City Manager Ken Duran
City Attorney Mark Steres
Assistant City Manager for Community Development Larry Stevens
Director of Public Works Krishna Patel
Director of Parks and Recreation Theresa Bruns

1. CALL TO ORDER

Mayor Morris called the Special City Council Meeting to order at 6:00 p.m.

2. ORAL COMMUNICATIONS

None.

3. RECEIVE RECOMMENDATIONS FROM STAFF REGARDING THE DESIGN OF NEW DOWNTOWN BUSINESS SIGNAGE; AND ENCHROACHMENTS FOR OUTDOOR DINING, DISPLAYS, A-FRAME SIGNS, AND CANOPIES

Mr. Stevens reviewed his staff report on possible changes to the freestanding signs proposed for the downtown sidewalk project. He reported that a review of the original proposed designs resulted in identifying a number of concerns that led to staff suggest an alternate design approach. He presented a concept design. There was discussion on the font size and the mono pole design.

In response to a question, Mr. Stevens stated that the proposal would be that only first floor businesses fronting Bonita Ave. would be on the sign due to space limitations. There was discussion on the order of the businesses on the sign and the Council consensus was that names should be in geographic order of the businesses location.

Councilmember Templeman suggested that staff meet with the merchants to get their input. He added that the logo element should have some sort of historic feel and not a western theme. Councilmember Ebner agreed that staff should talk to the merchants and he also feels the design should have a historic feel

In response to a question from Councilmember Badar, Mr. Stevens said that the design of these signs would set the style for a broader wayfinder sign program. Councilmember Badar commented that the proposed concept is superior to the original concept.

The consensus of the Council was for staff to come up a preliminary design before presenting it to the merchants. In response to a question on whether or not there would be a fee to the merchants to be included on the sign, Mr. Stevens stated that staff is leaning toward no fee for this first sign, but future additions or replacements would be at the merchants cost. Mayor Morris responded that we may want to look at what the cost is and it may be best for the city to pay for the cost.

Mr. Duran suggested confirmation from the Council on the proposed policy on what businesses would be included on the signs. The consensus of the Council was that they agreed with the policy as presented by staff of ground floor businesses that front onto Bonita, excluding office uses, should be included on the sign.

Mr. Patel provided a review of his staff report on updates and suggestions on the encroachment permit policies, he added that currently 7 businesses have permits for outdoor display. He reviewed a survey that was done on permit fees for surrounding cities.

Mr. Stevens presented the proposed fees and deposits for outdoor dining permits. He described that the deposit would be held separately.

There was discussion on whether or not a fee should be required and if so how much a fee. The consensus of the Council was not to charge an application fee for encroachment permits but to consider a penalty for non-compliance of conditions. In regards to the outdoor dining permit it was the consensus of the Council to also not require a permit fee and not to charge a maintenance deposit.

Mr. Stevens reviewed the suggested conditions for outdoor display.

Councilmember Ebner commented that he is worried about clutter and that displays are tasteful. He distributed photos of displays in other communities that he felt looked cluttered.

Mayor Morris commented that he has seen in Portland and Seattle merchants put out a variety of items not restricted to just in front of the building, as long as it doesn't block the path of travel. Mr. Stevens replied that we could add the word approximately to the 5' space limitation but staff feels that there needs to be a delineated area.

Mayor Morris recessed the Study Session at 7:00 p.m. to the Regular City Council Meeting.

Mayor Morris reconvened the Study Session at 7:10 p.m.

There was discussion on the prohibition of clothes racks for outside display. There was further discussion on the proposed conditions pertaining to exclusions, #9 and attractiveness of displays, #10. It was suggested that Mr. Stevens and City Attorney Steres develop some language that would combine items #9 and #10 to provide guidelines but also allow for some discretion.

Mr. Stevens reviewed the proposed outside dining guidelines.

Mr. Stevens clarified that the applicant for an outside dining permit is required to pay for the purchase and installation of the perimeter fence and the fence shall be of the design prepared for the sidewalk project. He added that the exception is that Roady's and Pozetto's are not required to pay for their fences since they had previously paid for improvements that were removed as a part of the project. Mr. Patel commented that the estimated cost of the fence is \$135/lineal feet.

There was discussion on the need for the fence for ABC requirements and safety.

Councilmember Ebner suggested that we allow businesses to have 1 or 2 small tables or chairs without a fence. He added they could be used for waiting areas or takeout food. There was discussion on this suggestion and it was the consensus for staff to develop a standard for use of a limited number of small tables and chairs without a fence.

There was discussion on allowing logos on umbrellas and the consensus of the Council was that logos should be allowed.

Councilmember Templeman commented that he has a problem with prohibiting the use of outside dining space in front of an adjacent property if the adjacent property owner gives his permission. Mayor Morris agreed that there shouldn't be an outright prohibition that it should be a matter of discretion depending on the circumstances. It was the consensus of the Council to allow for encroachment for outside dining to adjacent property in limited circumstances if the adjacent property owner gives his permission in writing, and if the permission is revoked in the future the fence is removed at the expense of the applicant. Also, that for Roady's and Pozetto's if they want to request use of an adjacent property that they should pay of the cost of the additional fence.

Mr. Stevens reviewed the requirements for A-frame signs and canopies and the Council consensus was they were in agreement with the conditions, except charging an application fee.

Mr. Patel reviewed his staff report on the public alley between 142 and 150 West Bonita Ave. and interest by the adjacent business to use the alley for outdoor display or waiting or seating area. He provided a summary and chronology of the prior discussions on the improvements to the alley, modifications to the plans to accommodate the weigh scale and vision to use the space for future public events.

Mr. Patel reported that the owner of the Feed and Grain business recently inquired about moving the outside display from the rear of the building to the public alley and creating some additional parking in the rear. Mr. Patel commented that because of the configuration of the rear space and its relationship to the drive aisles there are significant issues with trying to create parking spaces in that area.

There was discussion about the existing use of the public right of way in the rear of the building for outside display and the use of the alley for public display. The consensus of the Council was to not allow the alley to be used for business displays. It was also the consensus of the Council to not allow a permanent enclosure or fence in the rear portion for the display and to restrict the amount of space, type of merchandise and manner of display in the rear of the Feed and Grain building.

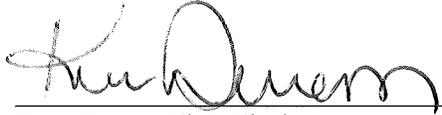
Councilmember Ebner inquired about the possibility of moving the ADA walkway more into the center of the alley instead of along the west building. Mr. Patel commented that staff will see

if there is an opportunity to move the walkway any further east and still meet the necessary accessible grades.

Mr. Patel provided the Council with a downtown project update.

4. ADJOURNMENT

The meeting adjourned at 8:35 p.m. p.m.



Ken Duran City Clerk



Curtis W. Morris Mayor