



City of Fontana  
Planning Commission  
Minutes

Cathline Fort, Chair  
Raj Sangha, Vice Chair  
Idilio Sanchez, Secretary  
Matthew Gordon, Commissioner  
Ralph Thrasher, Commissioner

---

**Tuesday, September 7, 2021      6:00 P.M.      Grover W. Taylor Council Chambers**

---

**CALL TO ORDER/ROLL CALL:**

**A. Call to Order/Roll Call:**

A regular meeting of the City of Fontana Planning Commission was held on Tuesday, September 7, 2021. Chair Fort called the meeting to order at 6:02 p.m.

**Present:** Chair Cathline Fort, Vice Chair Raj Sangha, Commissioner Matthew Gordon

**Absent:** Secretary Idilio Sanchez, Commissioner Ralph Thrasher

**INVOCATION/PLEDGE OF ALLEGIANCE:**

**A. Invocation/Pledge of Allegiance:**

Following the Invocation by Commissioner Gordon, the Pledge of Allegiance was led by Vice Chair Sangha.

**PUBLIC COMMUNICATIONS:**

**A. Public Communications:**

None.

**CONSENT CALENDAR:****A. Approval of Minutes:**

Approve the Regular Planning Commission Meeting Minutes of August 17, 2021.

**ACTION: A Motion was made by Commissioner Gordon, seconded by Vice Chair Sangha, and passed unanimously by a vote of 3-0 to approve the Consent Calendar. The motion carried by the following vote:**

**Aye:** Chairperson Fort, Vice Chair Sangha, and Commissioner Gordon

**Absent:** Secretary Sanchez, Commissioner Thrasher

**PUBLIC HEARINGS:**

**PH- A Master Case No. 21-049; Design Review Project No. 21-020 - A request to construct an approximately 210,355 square foot logistics and distribution facility on approximately 9.7-acres of land.**

Chairperson opened Public Hearing Item A

Alejandro Rico, Assistant Planner presented the staff report.

The commission discussed the property to the east of the proposed project site; the commission discussed access to the project site; and impacts to schools within the area.

The commission further discussed Electric Vehicle (EV) Charging Stations and Solar Panel requirements.

The commission inquired if the project site had adequate queuing for trucks; furthermore, parking requirements were discussed. In addition, the commission ensued a discussion regarding the color scheme of the project.

The applicant, Chad Manista, has read and agreed to the Conditions of Approval. In addition, the applicant discussed the contribution they made by providing over a million dollars in a sewer line from the east property to Catawba Avenue.

The commission further discussed the color scheme with the applicant.

The commission thanked the applicant for the night renderings and for bringing the project to the city.

The following individual spoke in support of the project:

Jacob Kleespies

The public hearing was closed.

**RECOMMENDATION:**

**Based on the information in the staff report and subject to the attached Findings and Conditions of Approval, staff recommends that the Planning Commission adopt Resolution PC No. 2021-034; and,**

**1. Adopt the Addendum and Mitigation, Monitoring, and Reporting Program, (MMRP) to the SWIP PEIR (SCH NO. 2009091089) and direct staff to file a Notice of Determination; and,**

**2. Approve Design Review No. 21-020**

**ACTION: Motion was made by Commissioner Gordon, seconded by Vice Chair Sangha, and passed unanimously by a vote of 3-0 to adopt this Public Hearing. The motion carried by the following vote:**

**Aye:** Chairperson Fort, Vice Chair Sangha, and Commissioner Gordon

**Absent:** Secretary Sanchez, Commissioner Thrasher

**UNFINISHED BUSINESS:**

A. None

**NEW BUSINESS:**

A. None

**DIRECTOR COMMUNICATIONS:**

A. Director Communications:

No other communications were received.

**COMMISSION COMMENTS:**

A. Public Communication Remarks:

Commissioner Gordon thanked everyone who attended the meeting and stated that he listened to the comments made by the public speaker, who spoke on behalf of his members, and he also mentioned that he read the emails in support of the project. Furthermore, he stated that he agrees that these are high paying jobs that will provide the community members with employment opportunities in a location that makes sense. In addition, he thanked the police officers for their presence and for what they do for the community as a whole; he also asked that community servants and their families be kept in our thoughts and prayers.

Vice Chair Sangha thanked the staff for their staff report, and mentioned that although it was just one project, it was a well design project and at the correct site. He mentioned that this project met all requirements, and therefore it made it easy to make a decision. He thanked everyone watching from home and thanked everyone for the opportunity to serve.

Commissioner Fort echoed the sentiments from the other two commissioners and thanked those who spoke tonight. She further stated that although everyone that spoke tonight was for the project, the commission is appreciative when the members of the public come out to speak and take their time to participate in the process.

## **WORKSHOP:**

### **A. None**

## **ADJOURNMENT:**

By consensus, the meeting adjourned at 6:27 p.m. to a Joint City Council and Planning Commission Workshop on Tuesday, September 14, 2021, at 5:00 p.m. in the Grover W. Taylor Council Chambers; then to the next Regular Planning Commission Meeting on Tuesday, September 21, 2021, at 6:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.

DocuSigned by:

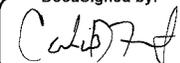


AE859A3629654BA...

Maria Torres  
Administrative Secretary

**THE FOREGOING MINUTES WERE APPROVED BY THE PLANNING COMMISSION  
ON THE 21ST DAY OF SEPTEMBER 2021.**

DocuSigned by:



5BB48144177E4AC...

Cathline Fort  
Chair

**Certificate Of Completion**

Envelope Id: 178F82393CEC425F91079E95C33079E5  
Subject: Please DocuSign: Planning Commission Minutes of 09-07-2021.pdf  
Source Envelope:  
Document Pages: 4 Signatures: 2  
Certificate Pages: 5 Initials: 0  
AutoNav: Enabled  
EnvelopeId Stamping: Enabled  
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:  
City Clerk  
8353 Sierra Avenue  
Fontana, CA 92335  
clerks@fontana.org  
IP Address: 192.146.186.96

**Record Tracking**

Status: Original  
10/11/2021 | 08:28 AM

Holder: City Clerk  
clerks@fontana.org

Location: DocuSign

**Signer Events**

Maria Torres  
mtorres@fontana.org  
Security Level: Email, Account Authentication  
(None)

**Signature**

DocuSigned by:  
*Maria Torres*  
AE859A3629654BA...

**Timestamp**

Sent: 10/11/2021 | 08:28 AM  
Viewed: 10/11/2021 | 08:36 AM  
Signed: 10/11/2021 | 08:36 AM

Signature Adoption: Pre-selected Style  
Using IP Address: 192.146.186.121

**Electronic Record and Signature Disclosure:**  
Accepted: 10/11/2021 | 08:36 AM  
ID: c326ebcc-426f-41ed-b875-687ab70c3d4b

Cathline Fort  
cathlinefort@verizon.net  
Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
*Cathline Fort*  
5BB48144177E4AC...

Sent: 10/11/2021 | 08:36 AM  
Viewed: 10/19/2021 | 05:44 PM  
Signed: 10/19/2021 | 05:45 PM

Signature Adoption: Drawn on Device  
Using IP Address: 172.58.28.48  
Signed using mobile

**Electronic Record and Signature Disclosure:**  
Accepted: 10/19/2021 | 05:44 PM  
ID: cd73a04f-8955-44a8-804f-d0c2809ae376

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

Evelyne Ssenkoloto  
essenkol@fontana.org  
Security Level: Email, Account Authentication  
(None)

**COPIED**

Sent: 10/19/2021 | 05:45 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/13/2021 | 04:17 PM  
ID: e7145250-7347-428b-af51-3066469cc29f

**Carbon Copy Events**

Kathy Kasinger  
kkasinger@fontana.org  
Records Coordinator  
Security Level: Email, Account Authentication  
(None)

**Status**

**COPIED**

**Timestamp**

Sent: 10/19/2021 | 05:45 PM  
Viewed: 10/20/2021 | 08:42 AM

**Electronic Record and Signature Disclosure:**

Accepted: 10/12/2021 | 04:16 PM  
ID: 7eda15d5-e45e-4d3b-96ab-0864bbb2c1c2

**Witness Events**

**Signature**

**Timestamp**

**Notary Events**

**Signature**

**Timestamp**

**Envelope Summary Events**

**Status**

**Timestamps**

Envelope Sent  
Certified Delivered  
Signing Complete  
Completed

Hashed/Encrypted  
Security Checked  
Security Checked  
Security Checked

10/11/2021 | 08:28 AM  
10/19/2021 | 05:44 PM  
10/19/2021 | 05:45 PM  
10/19/2021 | 05:45 PM

**Payment Events**

**Status**

**Timestamps**

**Electronic Record and Signature Disclosure**

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Fontana (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Fontana:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: ctejeda@fontana.org

**To advise City of Fontana of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at ctejeda@fontana.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Fontana**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Fontana**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Fontana as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Fontana during the course of my relationship with you.