

# **Planning Commission**

# **Minutes**

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

Tuesday, October 5, 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, October 5, 2021. Chair Fort called the meeting to order at 6:01 p.m.

**Present:** Chair Cathline Fort, Vice Chair Raj Sangha, Secretary

Sanchez, and Commissioner Thrasher

**Absent:** Commissioner Gordon

# **INVOCATION/PLEDGE OF ALLEGIANCE:**

## A. Invocation/Pledge of Allegiance:

Following the Invocation by Commissioner Thrasher, 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 September 21, 2021.

ACTION: A Motion was made by Vice Chair Sangha, seconded by Commissioner Thrasher, and passed unanimously by a vote of 4-0 to approve the Consent Calendar.

The motion carried by the following vote:

Aye: Chairperson Fort, Vice Chair Sangha, and Secretary Sanchez and

Commissioner Thrasher

**Absent:** Commissioner Gordon

## **PUBLIC HEARINGS:**

PH- A Master Case No. 18-025R1; Design Review No. 18-007R1 - a request to amend the previously approved multi-family senior housing development. The amendment includes modifying the site plan, floor plans and architecture, as well as increasing the total number of units from 77 to 78 units.

Chair Fort opened Public Hearing Item.

Cecily Session-Goins, Associate Planner presented the staff report. Staff noted that a modification was made to Condition of Approval No. 16 regarding the Air Conditioning Unit.

The commission inquired about the additional proposed unit.

The commission ensued a discussion regarding the roof mounted equipment and the screening of the equipment.

The applicant, Ali Monshizadeh, has read and accepted the conditions of approval, including the modification to Condition No. 16. The applicant thanked staff, DiTanyon Johnson and Cecily Session-Goins for walking them through the process for this project. The applicant discussed the opportunity to enhance this project and discussed the difference between the original project and the project being presented tonight. In addition, the applicant further explained how the extra unit came about for the updated project.

The commission and applicant discussed the type of air conditioning units for the units within the project.

The commission requested for the applicant to include water filler or water stations on the track; and the applicant acknowledge the request.

The commission thanked the applicant for bringing the project to Fontana, but especially for bringing senior housing, and for being attentive to the details for the amenities.

Public Hearing was closed.

### **RECOMMENDATION:**

Based on the information in this staff report and subject to the attached Findings and Conditions of Approval, staff recommends that the Planning Commission adopt Resolution PC No. 2021-037 and;

- 1. Determine that the project Categorically Exempt pursuant to Section No. 15332 (Class No. 32, In-Fill Development Project) of the CEQA and Section No. 3.22 of the 2019 Local Guidelines for Implementing the California Environmental Quality Act, and direct staff to file a Notice of Exemption; and,
- 2. Approve Design Review No. 18-007R1.

ACTION: Motion was made by Secretary Sanchez, seconded by Commissioner Thrasher, and passed unanimously by a vote of 4-0 to adopt this Public Hearing with the modification to Condition of Approval No. 16. The motion carried by the following vote:

Aye: Chairperson Fort, Vice Chair Sangha, Secretary Sanchez, and

Commissioner Thrasher

**Absent:** Commissioner Gordon

### **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 Thrasher thanked staff and the applicant.

Secretary Sanchez thanked the applicant for bringing a great project to the city and commented that we need to take care of the seniors. He also thanked the staff for providing the project information.

Vice Chair Sangha thanked staff for the staff reports and thanked the applicant for bringing their development to Fontana. He also acknowledged Secretary Sanchez's presence at the meeting and commented that his prayers are still with him and his family. Additionally, he thanked the viewers at home and wished everyone a good evening.

Chair Fort echoed her fellow commissioners' comments and stated that it is a privilege and a blessing to serve the City of Fontana in the capacity that they do. She acknowledged her husband's presence at the meeting, who decided to spend the day with her on a special day.

Secretary Sanchez wished Chair Fort a Happy Birthday.

### **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, October 12, 2021, at 5:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California; then to the next Regular Planning Commission Meeting on Tuesday, October 19, 2021, at 6:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.



Maria Torres Administrative Secretary

THE FOREGOING MINUTES WERE APPROVED BY THE PLANNING COMMISSION ON THE 19TH DAY OF OCTOBER 2021.

Planning Commission	Minutes	October 5, 2021
---------------------	---------	-----------------

DocuSigned by:

Cathline Fort Chair

# **DocuSign**<sup>1</sup>

### **Certificate Of Completion**

Envelope Id: 15D5BE855E1344158EC35AC3CC89833F Subject: Please DocuSign: PC Minutes of 10-05-2021.pdf

Source Envelope:

Document Pages: 5 Signatures: 2
Certificate Pages: 5 Initials: 0

AutoNav: Enabled

Envelopeld 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 Holder: City Clerk

10/27/2021 | 09:15 AM clerks@fontana.org

Location: DocuSign

### **Signer Events**

Maria Torres mtorres@fontana.org

Security Level: Email, Account Authentication

(None)

Signature

— Docusigned by:

Maria Torres

— AF859A3629654BA

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

## **Timestamp**

Sent: 10/27/2021 | 09:15 AM Viewed: 11/1/2021 | 06:46 AM Signed: 11/1/2021 | 06:46 AM

### **Electronic Record and Signature Disclosure:**

Accepted: 11/1/2021 | 06:46 AM ID: bdb88132-25fa-4f2b-9b6a-f199334a21b6

Cathline Fort

cathlinefort@verizon.net

Security Level: Email, Account Authentication

(None)

DocuSigned by:

Caff D

58B48144177E4AC.

Signature Adoption: Drawn on Device Using IP Address: 23.241.144.8 Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 11/2/2021 | 02:19 PM

In Person Signer Events

ID: da28c019-c01f-4750-8be3-3201bfd1a6fc

Sent: 11/1/2021 | 06:46 AM Viewed: 11/2/2021 | 02:19 PM Signed: 11/2/2021 | 02:19 PM

Sent: 11/2/2021 | 02:19 PM

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 COPIED

Security Level: Email, Account Authentication

(None)

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

Witness Events

**Notary Events** 

Security Level: Email, Account Authentication

(None)

Electronic Record and Signature Disclosure: Accepted: 10/12/2021 | 04:16 PM

ID: 7eda15d5-e45e-4d3b-96ab-0864bbb2c1c2

**Status** 

COPIED

**Timestamp** 

Sent: 11/2/2021 | 02:19 PM Viewed: 11/2/2021 | 02:46 PM

**Timestamp** 

**Timestamp** 

**Timestamps** 10/27/2021 | 09:15 AM 11/2/2021 | 02:19 PM 11/2/2021 | 02:19 PM

11/2/2021 | 02:19 PM

**Timestamps** 

**Signature** 

**Signature** 

**Envelope Summary Events** Status

**Envelope Sent** Hashed/Encrypted Certified Delivered Security Checked Signing Complete Security Checked Completed Security Checked

**Payment Events** Status

**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:	
	•Allow per session cookies
	•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

<sup>\*\*</sup> 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.