



City of Fontana Planning Commission Minutes

Idilio Sanchez, Chair
Ricardo Quintana, Vice Chair
Joe Armendarez, Secretary
Torrie Lozano, Commissioner
Dylan Keetle, Commissioner

Tuesday, August 19, 2025 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, August 19, 2025. Vice Chair Quintana called the meeting to order at 6:03 p.m.

Present: Vice Chair Quintana, Secretary Armendarez, Commissioners Keetle and Lozano.

Absent: Chair Sanchez

INVOCATION/PLEDGE OF ALLEGIANCE:

A. Invocation/Pledge of Allegiance:

Following the Invocation by Chaplain Bianca Pescina, the Pledge of Allegiance was led by Commissioner Lozano.

PUBLIC COMMUNICATIONS:

A. Public Communications:

None.

CONSENT CALENDAR:

A. Approval of Minutes:

Approve the Regular Planning Commission Meeting Minutes of July 15, 2025.

ACTION: A Motion was made by Secretary Armendarez and seconded by Commissioner Keetle and passed by a vote of 4-0 to approve the Consent Calendar.

The motion carried by the following vote:

Aye: Vice Chair Quintana, Secretary Armendarez, Commissioners Keetle and Lozano

Absent: Chair Sanchez

Abstain: None

PH-A Master Case No. 25-0047 and Municipal Code Amendment No. 25-0008: Fontana Municipal Code amendments to Chapter 30 to modify multiple sections of the Zoning and Development Code, including modifications to the definition of and operating standards for restaurants, development standards for the Multi-Family Medium/High Density Residential (R-4) zone, administrative procedures pertaining to administrative site plan and design review entitlements; and the establishment of a Paseo Overlay District; modification to Chapter 26 pertaining to time extensions for tentative maps; and modification to Chapter 33 to provide additional delivery standards for cannabis retail storefront businesses.

Vice Chair Quintana opened the Public Hearing.

Staff recommended that the Planning Commission continue this item to the September 16, 2025, Regular Planning Commission Meeting.

No written correspondence was received.

RECOMMENDATION:

Staff recommends that the Planning Commission continue this item to the September 16, 2025, Regular Planning Commission Meeting.

ACTION: Motion was made by Commissioner Keetle and seconded by Commissioner Lozano and passed by a vote of 4-0 to continue Public Hearing Item “A” to the September 16, 2025, Regular Planning Commission Meeting.

The motion carried by the following vote:

AYES: Vice Chair Quintana, Secretary Armendarez, Commissioners Keetle and Lozano **NOES:** None; **ABSTAIN:** None; **ABSENT:** Chair Sanchez

PH-B Master Case No. (MCN) 23-0085: Conditional Use Permit No. 23-0018 and Administrative Site Plan No. 23-0027 - A request to establish a trailer repair facility and a request for site and architectural review of a new approximately 11,933 square foot trailer repair facility and associated site improvements on a 1.7 acre site located at 15763 Boyle Avenue (Assessor Parcel Number 0237-052-23) pursuant to a Categorical Exemption in accordance with CEQA Guidelines Section 15332.

Vice Chair Quintana opened the Public Hearing.

Alexia Barberena, Associate Planner, presented the staff report.

Secretary Armendarez inquired about rear emergency access. Staff noted the Fire Department found Boyle Avenue access sufficient and that Slover Avenue access is not feasible due to adjacent businesses.

The applicant, Suresh Doddiah, on behalf of S.D. Engineering & Associates stated that he read and agreed to the Conditions of Approval.

No written correspondence was received.

The Public Hearing was closed.

RECOMMENDATION:

Based on the information in the staff report and resolution and subject to the attached Findings and Conditions of Approval, staff recommends that the Planning Commission adopt Resolution No. PC 2025-026 and,

- 1. Find that the project is categorically exempt pursuant to CEQA Guidelines Section No. 15332 (Class No. 32, Infill Development), and Section No. 3.22 (Categorical Exemption) of the Local 2019 Guidelines for Implementing the CEQA, and direct staff to file a Notice of Exemption; and,**
- 2. Approve Conditional Use Permit No. 23-0018; and,**
- 3. Approve Administrative Site Plan No. 23-0027.**

ACTION: Motion was made by Commissioner Keetle and seconded by Secretary Armendarez and passed by a vote of 4-0 to approve Public Hearing Item “B”; adopt Resolution No. PC 2025-026; Approve Conditional Use Permit No. 23-0018 and Administrative Site Plan No. 23-0027.

The motion carried by the following vote:

AYES: Vice Chair Quintana, Secretary Armendarez, Commissioners Keetle and Lozano NOES: None; ABSTAIN: None; ABSENT: Chair Sanchez

PH-C Master Case No. 23-0101: Conditional Use Permit No. 24-0022, and Design Review No. 23-0024; A request for the development of a mixed use project (163 multi-family units and 5,000 square feet of commercial retail) within the R-5 zoning district and for site and architectural review of a five-story 83,125 square foot mixed-use building and associate improvements, on a 3.5 acre site located on the northeast corner of Foothill Boulevard and Sultana Avenue (APNs: 1110-331-13 and 1110-331-25), pursuant to a Categorical Exemption in accordance with CEQA Guidelines Section 15332.

Vice Chair Quintana opened the Public Hearing.

The City Clerk’s Department received two (2) written correspondences in opposition of this item.

Salvador Quintanilla, Senior Planner, presented the staff report.

Commissioner Lozano asked about parking and separation for retail and residents. Staff confirmed 277 spaces (code requires 275), with first floor and outdoor parking, retail spaces in front, and residential parking behind fencing.

The applicant, Mike Mahmoudi, stated that he read and agreed to the Conditions of Approval. Project Architect, Doug Andresen provided the commission with a short overview of the project.

The following individual spoke in opposition:

- Alree Young

Vice Chair Quintana inquired about the traffic study, surrounding land uses, and bike path safety. Staff confirmed the study showed acceptable traffic levels, described adjacent properties, and noted that safety would be supported through police patrols if needed, CPTED review, and a gated design.

The Public Hearing was closed.

Chair Quintana re-opened the Public Hearing.

Commissioner Keetle commended the project design and inquired about courtyard access, retail uses, and building height impacts. Applicant explained the courtyard will be located above the podium level, accessible only to residents via secure elevator and stair access. Retail space will be leased, with typical uses such as a coffee shop or salon anticipated, and hours will be subject to lease terms. Applicant noted the project design and site grading reduce visual impacts to nearby residences, with several hundred feet of separation and elevation changes.

Additionally, Commissioner Keetle asked for clarification on traffic study numbers and potential impacts on Sultana Avenue. Staff explained the study provided total project peak trip counts (90 a.m. and 121 p.m.) and deferred to engineering for specific Sultana impacts. Commissioner Keetle also asked about crime, and staff noted that development generally reduces crime by increasing activity and visibility in the area.

The following individual spoke in favor:

- Che Tang

The Public Hearing was closed.

RECOMMENDATION:

Based on the information in the staff report and resolution, and subject to the attached Findings and Conditions of Approval, staff recommends that the Planning Commission adopt Resolution No. PC 2025-027; and,

- 1. Determine that the project is categorically exempt pursuant to Section No. 15332 (Class No. 32. Infill Development) of the California Environmental Quality Act (CEQA), and Section No. 3.22 (Categorical Exemption) of the Local 2019 Guidelines for Implementing the CEQA, and direct staff to file a Notice of Exemption; and,**
- 2. Approve Conditional Use Permit (CUP) No. 24-0022; and,**
- 3. Approve Design Review (DRP) No. 23-0024**

ACTION: Motion was made by Secretary Armendarez and seconded by Commissioner Keetle and passed by a vote of 4-0 to approve Public Hearing Item “C”; adopt Resolution No. PC 2025-027; approve Conditional Use Permit (CUP) No. 24-0022 and approve Design Review (DRP) No. 23-0024.

The motion carried by the following vote:

AYES: Vice Chair Quintana, Secretary Armendarez, Commissioners Keetle and Lozano NOES: None; ABSTAIN: None; ABSENT: Chair Sanchez

PH-D Master Case No. 24-0055; Design Review No. 24-0028; A request for site and architectural approval of a new residential development consisting of eight (8) multi-family units with associated improvements on a .3-acre site located on Miller Avenue between Sierra Avenue and Acacia Street (Assessor Parcel Number 0190-171-11), pursuant to a Categorical Exemption in accordance with CEQA Guidelines Section 15332.

Vice Chair Quintana opened the Public Hearing.

The City Clerk's Department received one (1) written correspondences in opposition of this item.

Rina Leung, Senior Planner, presented the staff report and noted a memo requesting modification to Condition No. 24 to require stucco and a decorative cap on the existing block wall along the east side of the project.

Commissioner Keetle inquired about parking for the proposed project, including the total number of spaces and requirements for the main units and ADUs. Staff explained that the project provides nine spaces, which meets code due to allowed reductions for long-term bike parking and proximity to a bus stop. Street parking is available to the east and on nearby interior streets, but not directly in front of the project. Staff also confirmed that the project complies with all applicable parking requirements.

Engineer, Doug Andresen, on behalf of the applicant stated that he read and agreed to the amended Conditions of Approval. The Applicant explained that the three-story design is intended to maximize development efficiency and affordability while exceeding parking requirements. The project aims to be visually appealing, complement the community, and provide long-term value.

The following individual spoke in opposition:

- Karla Gutierrez
- David Oei

Commissioner Keetle expressed concern about insufficient parking for ten units, potential traffic near the school, and impacts on nearby residents. Staff noted that the ADUs comply with parking requirements and are not within the discretionary view of the Planning Commission.

Vice Chair Quintana inquired about traffic safety near the adjacent school and whether the traffic study accounted for student crossings. Staff responded that a traffic analysis was completed, showing minimal trips, and noted a condition of approval allowing future traffic restrictions if needed. Vice Chair Quintana also raised a concern about privacy and setbacks. Staff confirmed the setback meets code requirements and explained the inclusion of perimeter landscaping and relocation of the three-story building away from nearby residences.

The Public Hearing was closed.

RECOMMENDATION:

Based on the information contained in the staff report and resolution and subject to the attached Findings and Conditions of Approval, staff recommends that the Planning Commission adopt Resolution No. PC 2025-028; and,

1. Find that the project is categorically exempt pursuant to Section No. 15332 (Class No. 32, Infill Development) of the California Environmental Quality Act, and Section No. 3.22 (Categorical Exemption) of the Local 2019 Guidelines for Implementing the CEQA, and direct staff to file a Notice of Exemption; and,

2. Approve Design Review (DRP) No. 24-0028.

ACTION: Motion was made by Secretary Armendarez and seconded by Commissioner Lozano and passed by a vote of 3-1 to approve Public Hearing Item “D”; adopt Resolution No. PC 2025-028 and approve Design Review (DRP) No. 24-0028 with amended conditions of approval.

The motion carried by the following vote:

AYES: Vice Chair Quintana, Secretary Armendarez and Commissioner Lozano

NOES: Keetle; ABSTAIN: None; ABSENT: Chair Sanchez

DIRECTOR COMMUNICATIONS:**A. Director Communications:**

Patricia Nevins, Director of Planning noted that there are no items scheduled for the September 2nd meeting and that the next regular meeting will be September 16th.

COMMENTS:**A. Public Communication Commission Comments:**

Commissioner Keetle thanked city staff and the Director Nevins, for their hard work, expressed appreciation for the projects, wished everyone a happy Labor Day, and noted enjoyment in serving on the commission.

Commissioner Lozano thanked city staff and presenters for their efforts, acknowledged her son's interest in city activities, and wished everyone a safe and enjoyable weekend.

Secretary Armendarez expressed appreciation for the planning staff's work and thorough vetting of projects, emphasizing fairness and adherence to established standards, including ADU regulations. Commissioner praised the city's ongoing development and beautification efforts, highlighted the 163-unit project on the rail corridor, and thanked fellow commissioners and staff for their dedication.

Vice Chair Quintana expressed appreciation for the planning department's work and adherence to codes, acknowledged applicants' gratitude, and thanked fellow commissioners. Vice Chair also noted the cancellation of the September 2nd meeting and wished everyone a happy Labor Day before moving to adjournment.

ADJOURNMENT:

Vice Chair Quintana adjourned the meeting at 7:15 p.m. to the next Regular Planning Commission Meeting on Tuesday, September 16, 2025, at 6:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.

Susana Gallardo

Susana Gallardo
Deputy City Clerk

**THE FOREGOING MINUTES WERE APPROVED BY THE PLANNING COMMISSION
ON THE 16th DAY OF SEPTEMBER 2025.**

Ricardo Quintana

Ricardo Quintana
Vice Chair

Certificate Of Completion

Envelope Id: 7A832849-1AD8-419B-9A82-58874267E54A
Subject: Complete with Docusign: PC Minutes of 08-19-2025 Approved.pdf
Source Envelope:
Document Pages: 8
Certificate Pages: 5
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:
Maria Torres
8353 Sierra Avenue
Fontana, CA 92335
mtorres@fontanaca.gov
IP Address: 192.146.186.123

Record Tracking

Status: Original
9/17/2025 | 09:48 AM
Holder: Maria Torres
mtorres@fontanaca.gov

Location: DocuSign

Signer Events

Susana Gallardo
sgallardo@fontana.org
Security Level: Email, Account Authentication
(None)

Signature

Susana Gallardo

Signature Adoption: Pre-selected Style
Using IP Address: 192.146.186.96

Timestamp

Sent: 9/17/2025 | 09:50 AM
Resent: 9/18/2025 | 02:30 PM
Viewed: 9/22/2025 | 07:28 AM
Signed: 9/22/2025 | 07:31 AM

Electronic Record and Signature Disclosure:
Accepted: 9/22/2025 | 07:28 AM
ID: 6ca8de3c-1d11-4055-84fa-07ceef996887

Ricardo Quintana
Rquintana@fontanaca.gov
Security Level: Email, Account Authentication
(None)

Ricardo Quintana

Signature Adoption: Pre-selected Style
Using IP Address:
2600:1012:b18f:abb9:a50a:3bed:dabe:af7e
Signed using mobile

Sent: 9/22/2025 | 07:31 AM
Viewed: 9/22/2025 | 04:46 PM
Signed: 9/22/2025 | 04:46 PM

Electronic Record and Signature Disclosure:
Accepted: 9/22/2025 | 04:46 PM
ID: 520af1d2-2717-4214-bfd3-759b7dc50ff2

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

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

COPIED

Sent: 9/22/2025 | 04:46 PM
Viewed: 9/23/2025 | 09:39 AM

Electronic Record and Signature Disclosure:
Accepted: 8/21/2025 | 07:36 AM
ID: 698abe70-5063-4b3f-bc28-d80ce6c88e82

Carbon Copy Events

Maria Torres
mtorres@fontanaca.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Status

COPIED

Timestamp

Sent: 9/22/2025 | 04:46 PM
Resent: 9/22/2025 | 04:46 PM

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Envelope Sent
Certified Delivered
Signing Complete
Completed

Status

Hashed/Encrypted
Security Checked
Security Checked
Security Checked

Timestamps

9/17/2025 | 09:50 AM
9/22/2025 | 04:46 PM
9/22/2025 | 04:46 PM
9/22/2025 | 04:46 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: cteveda@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 cteveda@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 cteveda@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 cteveda@fontana.org and in the body of such request you must state your e-mail, full name, US 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

** 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.