

# City of Corona

400 S. Vicentia Ave.  
Corona, CA 92882



## Minutes - Draft

Monday, September 9, 2019

6:00 PM

Council Chambers

## Planning and Housing Commission

*Karen Alexander, Chair*  
*Timothy Jones, Vice Chair*  
*David Hooks, Commissioner*  
*Viren Shah, Commissioner*  
*Craig Siqueland, Commissioner*

## ROLLCALL

**Present** 5 - Commissioner Viren Shah, Vice Chair Tim Jones, Chair Karen Alexander, Commissioner Craig Siqueland, and Commissioner David Hooks

**1. CALL TO ORDER**

Chair Alexander called the meeting to order.

**2. PLEDGE OF ALLEGIANCE**

Vice Chair Jones led the Pledge of Allegiance.

**3. ORAL COMMUNICATIONS FROM THE PUBLIC**

ROBERT MIRSHAFIEE, RESIDENT, expressed his concerns regarding the number of signs that are currently installed along Eagle Glen Parkway advertising the Bedford communities development.

**4. MEETING MINUTES**

[19-0715](#) Approval of minutes for the Planning and Housing Commission meeting of August 12, 2019

**Attachments:** [20190812-P&H Minutes - DRAFT](#)

**A motion was made by Commissioner Siqueland, seconded by Vice Chair Jones, that the Planning and Housing Commission approve the meeting minutes of August 12, 2019. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

[19-0702](#) Approval of minutes for the Planning and Housing Commission meeting of August 26, 2019.

**Attachments:** [20190826-P&H Minutes - DRAFT](#)

**A motion was made by Commissioner Siqueland, seconded by Vice Chair Jones, that the Planning and Housing Commission approve the meeting minutes of August 26, 2019. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

**5. CONSENT ITEMS**

None.

**6. PUBLIC HEARINGS**

[19-0746](#) SPA2019-0003: Amendment to the Downtown Revitalization Specific Plan

(SP98-01) to amend the Land Use Table to include additional entertainment, retail and eating and drinking establishments to encourage the redevelopment and reuse of underutilized properties in the downtown area generally located on Sixth Street within the Grand Boulevard circle. (Applicant: City of Corona).

**Attachments:** [Staff Report](#)

[Locational and Zoning Map](#)

[Exhibit A - Proposed Amendment](#)

[Exhibit B - The LAB marketing for S. Corona Mall.](#)

[Exhibit C - Press release on Corona Mall Redevelopment dated June 5, 2018.](#)

[Exhibit D - Press release on Corona Mall Redevelopment dated February 8, 2019.](#)

[Exhibit E - Environmental documentation.](#)

[SPA2019-0003 PP Presentation](#)

At the request of Chair Alexander, Joanne Coletta, Community Development Director, reviewed the staff report and exhibits for the two related public hearing items SPA2019-0003 and ZTA2019-0002. At the conclusion of her presentation, Ms. Coletta offered to answer any questions of the Commission.

Chair Alexander expressed her approval for this project.

Chair Alexander opened the public hearing.

Chair Alexander closed the public hearing.

**A motion was made by Commissioner Shah, seconded by Commissioner Hooks, that the Planning and Housing Commission recommend APPROVAL of SPA2019-0003 to the City Council, based on the findings contained in the staff report. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

**19-0784**

ZTA2019-0002: Zone text amendment to Title 17 of the Corona Municipal Code to add definitions for artisan marketplace and micro distillery to Chapter 17.04 and amend the review of alcoholic beverage permits by the Zoning Administrator to include micro distillery, winery and liquor lounge in Section 17.99.020. (Applicant: City of Corona).

**Attachments:** [Staff Report](#)

[Exhibit A - Proposed Code Section](#)

[Exhibit B - Environmental documentation](#)

**A motion was made by Commissioner Shah, seconded by Vice Chair Jones, that the Planning and Housing Commission recommend APPROVAL of ZTA2019-0002**

to the City Council, based on the findings contained in the staff report. The motion carried by the following vote:

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

[19-0791](#)

ZTA2019-0003: Amendment to Chapter 17.65 of the Corona Municipal Code, Telecommunications Facilities, amending Sections 17.65.040 and 17.65.050 regarding regulations for small cell sites and facilities that are exempted from review. (Applicant: City of Corona).

**Attachments:** [Staff Report](#)

[Exhibit A - Proposed Amendment to CMC Sections 17.65.050\(A\)\(2\), 17.65.050\(D\)\(1\), and 17.65.040\(B\)](#)  
[Exhibit B - Environmental Documentation](#)  
[ZTA2019-0003 PP Presentation](#)

At the request of Chair Alexander, Sandra Yang, Senior Planner, reviewed the staff report for ZTA2019-0003. At the conclusion of her presentation, Ms. Yang offered to answer any questions of the Commission.

Vice Chair Jones asked if small cell sites are typically attached to existing poles.

Ms. Yang responded yes.

Commissioner Siqueland asked if there will be a shift more towards smaller cell sites being installed versus the larger cell sites.

Ms. Yang deferred that question to the carriers.

Commissioner Shah mentioned the maximum size of the equipment is 28 cubic feet and asked if there is an example of the equipment.

Ms. Yang responded she does not have a visual example but it does meet the Federal Communications Commission (FCC) requirements and it will help streamline the city's process when reviewing these applications.

JOANNE COLETTA, COMMUNITY DEVELOPMENT DIRECTOR, Ms. Coletta clarified that 28 cubic feet includes the total combined equipment placed on the pole.

Commissioner Shah asked if the three foot antenna is included in the 28 cubic feet.

Ms. Yang replied it excludes the antenna.

Chair Alexander asked how many applications have been submitted that include underground installations.

Ms. Yang replied they have not received an application that requires an underground installation.

Chair Alexander asked for clarification on whether the 4G will be replacing the 5G equipment on a pole or will both 4G and the 5G equipment be on the same pole.

Ms. Yang replied in Verizon's case the 4G and 5G will be on the same pole.

Chair Alexander asked if the small cell site applications will be approved by the Zoning Administrator and therefore will not be presented to the Planning and Housing Commission.

Ms. Yang replied yes the Zoning Administrator has the authority to review the small cell site applications.

Chair Alexander asked if the reason was because of efficiency and the volume of the applications received for small cell sites.

Ms. Yang replied yes the department receives several applications for small cell sites.

Chair Alexander asked if residents will be notified if a small cell tower were to be installed in a residential area through the Zoning Administrator process.

Ms. Yang replied no.

Commissioner Shah asked if the 28 cubic foot limit on small cell equipment would be similar to the size to a Southern California Edison (SCE) transformer currently placed in residential areas. He also expressed concern about the residents not being notified and how applications are only reviewed by the Zoning Administrator.

Ms. Coletta clarified that the Zoning Administrator currently reviews small cell applications and the amendment is not proposing a new review process. The amendment is simply updating the small cell standards.

Chair Alexander opened the public hearing.

ROSA ZUNIGA, REPRESENTING AT&T, thanked the Commissioners and

city staff for all their hard work and expressed AT&T is in support of this amendment.

MICHELLE BROWER, REPRESENTING VERIZON, thanked the Commissioners and city staff for all their hard work.

Commissioner Siqueland asked what type of change will the public see with the new small cell sites versus what currently is in place.

Ms. Brower explained the existing larger macro cell sites will still be in place. The small cell sites will help offload data from the larger existing macro cell sites. The small cell sites will also be used to bring 5G more coverage throughout the city.

Commissioner Shah asked if there are graphic images to show the size of the equipment.

Ms. Brower responded she does not have graphics but explained Verizon does try to keep the equipment out of the public right-of-way. She explained the 28 cubic foot size limit for equipment comes from the FCC and encompasses all of the equipment including cables and brackets and is not the size of a transformer. They try to condense the equipment as much as possible.

Vice Chair Jones asked if the 4G and 5G will be separate pieces of equipment and if they would be mounted together on a single pole.

Ms. Brower responded that is correct. They would be mounted together in areas that need 4G and 5G to reduce the amount of poles.

Commissioner Hooks asked at what point is there a risk or exposure to the equipment. Will a sign be placed to show warning of the exposure.

Ms. Brower explained all cell sites are within the guidelines of the FCC's safe operating standards and they do make sure all cell sites do not exceed the exposure limits within the FCC regulations.

Commissioner Hooks asked if it will be noted on the equipment.

Ms. Zuniga responded there is signage posted on the pole.

Commissioner Shah asked what if two carriers wanted to place a cell site within the 720-foot minimum separation.

Ms. Brower explained that the amendment includes regulations that would

allow the carrier to demonstrate the need to install a small cell site within 720 feet of another carrier.

Chair Alexander clarified that the pole would be within the 720 feet but will be a separate pole.

Ms. Brower responded that is correct.

Commissioner Hooks asked if that would included 28 cubic feet equipment on the second pole.

Ms. Brower replied yes each pole would have their own equipment.

Commissioner Siqueland asked if any pole on city property is subject to this amendment.

JAMIE RAYMOND, CHIEF DEPUTY CITY ATTORNEY, responded that it can be any pole owned by the city or SCE. She explained the carrier for these cell sites have the right by federal and state law to be in the right-of-way.

Ms. Zuniga commented it also brings revenue to the city.

Commissioner Siqueland asked further that if there is a light pole in front of a residential home a small cell can still be installed without any input from the homeowner.

Ms. Raymond responded yes as that is currently the way the code reads.

Chair Alexander asked if the resident will have to move their landscape to accommodate the equipment.

Ms. Raymond commented that since the cell site is in the right-of-way, the landscape would belong to the city. She explained that the federal government and the FCC wants telecommunications technology nationwide. She also explained the FCC has established shock clock timelines for processing applications which gives the city 60 to 90 days to approve or deny an application.

Commissioner Shah asked if the Zoning Administrator will work with the Public Works Department to make sure the equipment does not become an issue.

Ms. Yang responded that when the city receives applications other departments such as Public Works will be involved in the review process to

ensure that the installation does not interfere with a driver's line-of-sight or ADA (American Disability Act) path-of-travel.

Chair Alexander asked what benefits as far as advanced technology will this give the city.

Ms. Coletta responded that when 5G technology rolls out, the city will be one of the first to have it and there are benefits to the residents and business owners.

Commissioner Shah asked what is the time-frame for the 5G rollout in the city.

Ms. Brower replied she cannot commit to a time-frame for Verizon.

Ms. Zuniga added that she cannot commit to a time-frame for AT&T.

Vice Chair Jones asked when would underground sites be appropriate versus the aboveground sites and will the city see applications for underground sites.

Ms. Brower stated Verizon tries to keep everything above ground. There will most likely not be underground site in the future.

Ms. Zuniga stated the same applies to AT&T.

TIM BROWN, REPRESENTING CROWN CASTLE, stated he agreed with everything Ms. Brower and Ms. Zuniga stated. He explained why small cell sites are needed as they support larger cell sites in terms of data. He supports the amendment and added that Crown Castle will be asking staff in the future to revisit small cell co-locations. Crown Castle has a "neutral host" model where two carriers can share a single antenna, but have separate radio equipment on the ground which is still being vetted out by Crown Castle.

Chair Alexander closed the public hearing.

**A motion was made by Commissioner Shah, seconded by Commissioner Siqueland, that the Planning and Housing Commission recommend APPROVAL of ZTA2019-0003 to the City Council, based on the findings contained in the staff report. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

[19-0795](#)

SPA2019-0002: Amendment to the Main Street South Plaza Specific Plan (SP91-01) to: 1) amend Table 4.2 (Permitted Land Uses) to permit day care facilities by right in the Sub-District Four designation, 2) amend

Section 6.1.4 (a) to revise the required sidewalk width along Vesper Circle, and 3) amend Section 6.1.9 (c) to revise the monument signage regulations for the Sub-District Four designation. (Applicant: Hamo Rostamiam of HRI Development, 20 North Raymond, Suite 300, Pasadena, CA 91103).

**Attachments:** [Staff Report](#)

[Exhibit A1 - Table 4.1, Land Use Program.](#)

[Exhibit A2 - Table 4.2, Permitted Land Uses.](#)

[Exhibit A3 - Section 6.1.4 \(a\), Building Setbacks Sub Districts One through Five.](#)

[Exhibit A4 - Section 6.1.9\(c\), Sgnage within Sub Districts Two through Four.](#)

[Exhibit B - Conditions of Approval](#)

[Exhibit C - Land Use Map for Main Street South Plaza Specific Plan](#)

[Exhibit D - Applicant's letter dated February 22, 2019 explaining Specific Plan amendment request.](#)

[Exhibit E - Environmental Documentation.](#)

[SPA2019-0002 PP Presentation](#)

At the request of Chair Alexander, Harald Luna, Associate Planner, reviewed the staff report for SPA2019-0002. At the conclusion of his presentation, Mr. Luna offered to answer any questions of the Commission.

Chair Alexander asked for clarification on the monument sign.

Mr. Luna explained the use of the monument sign for the proposed application.

Vice Chair Jones asked for explanation as to why the daycare facility is being permitted by right in Sub-District 4 instead of by a minor conditional use permit.

Mr. Luna explained it would consistent with the other Sub-Districts which allow the use by right and the applicant will be required to go through a precise plan review.

Ms. Yang added that the Sub-District 4 is located in a commercial area with no sensitive land uses which is the reason daycare facilities are being allowed by right as it would also be consistent with the other Sub-Districts within the specific plan. Only Sub-District 6 which is located on the north side of Ontario requires a minor conditional use permit for daycare facilities because this area is bordered by sensitive residential land uses.

Chair Alexander opened the public hearing.

TARIQ SHAMMA, ENGINEER REPRESENTING HAMO ROSTAMIAM, gave a history of the parcel and surrounding businesses around the property. He is in support of the amendment and thanked staff for all their work.

JOE MORGAN, RESIDENT, asked for clarification on the specific plan and the sign regulations.

Ms. Coletta responded the signage will go from 32 square feet to 40 square feet and are allowed up to 150 square feet per the Corona Municipal Code (CMC).

Chair Alexander closed the public hearing.

**A motion was made by Commissioner Shah, seconded by Vice Chair Jones, that the Planning and Housing Commission recommend APPROVAL of SPA2019-0002 to the City Council, based on the findings contained in the staff report and subject to the conditions of approval. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

[19-0750](#)

CUP2018-0014 (CONTINUED): Conditional Use Permit application to establish and operate a 4,375-square foot public charter school within an existing commercial building located at 700 North Main Street in the CR (Commercial Retail) District of the North Main Street Specific Plan (SP99-01). (Applicant: Bill Calleja of Pivot Charter School, 700 North Main Street, Corona, CA 92880).

**Attachments:** [Staff Report](#)[Resolution No. 2536](#)[Locational and Zoning Map](#)[Exhibits A1 & A2 - Overall Site Plan and Focused Site Plan](#)[Exhibit B - Conditions of Approval](#)[Exhibit C - Floor Plan](#)[Exhibit D - Applicant's letter describing the operations of Pivot Charter School](#)[Exhibit E – Pivot Charter School Riverside On-site Attendance Numbers](#)[Exhibit F - Pivot Charter School Circulation Patterns for Drop off and Pick up Activity prepared by Urban Crossroads dated July 31, 2019](#)[Exhibit G – Pivot Charter School Riverside Parent, Student, and Staff Parking Policy](#)[Exhibit H – Landlord/Applicant Certificate of Approval](#)[Exhibit I – Pivot Charter School Safety Plan for Student Drop off, Pick Up, and Parking](#)[Exhibit J – Letters of support from tenants and landlord at 4300 Green River Road \(Green River Promenade\)](#)[Exhibit K – Letters of support from tenants at 700 North Main Street \(North Main Plaza\)](#)[Exhibit L – Letter from founder and chairman of the board of Pivot Charter School dated July 30, 2019](#)[Exhibit M - Letter from Pivot Charter School dated August 21, 2019, addressing the school's anticipated impacts to the parking lot](#)[Exhibit N - Environmental Documentation](#)[CUP2018-0014 PP Presentation 2](#)

At the request of Chair Alexander, Harald Luna, Associate Planner, reviewed the staff report for CUP2018-0014. At the conclusion of her presentation, Mr. Luna offered to answer any questions of the Commission. Chair Alexander thanked the applicant for the excellent response to the original concerns. She also thanked Dennis Ralls, Public Works Program Manager for addressing the traffic concerns.

JAYNA GASKELL, EXECUTIVE DIRECTOR REPRESENTING PIVOT CHARTER SCHOOL, thanked city staff for all the hard work they put into this project. She gave a history on the purpose of the school and how they interact with the children who attend the school. She explained the difference between their school and a traditional school.

THOMAS RIGGLE, ARCHITECT REPRESENTING PIVOT CHARTER SCHOOL, thanked city staff for all their hard work. He expressed his appreciation for the city's concerns regarding this project. He spoke on the parking issues from the previous meeting and explained the changes they made to accommodate the Commissioners' concerns.

Commissioner Siqueland asked if the crosswalk and additional parking spaces are now part of the condition.

Mr. Luna responded those specific parking spaces have not been secured from the landlord and are only a proposal from the applicant.

Commissioner Siqueland asked what conditions have been added as of today.

Mr. Luna responded conditions #10 and #11 in the planning section has been added.

Commissioner Shah asked how did the applicant come up with four parking spaces to be reserved for students since the school will have 60 potential students.

Ms. Gaskell replied that they currently have two high schools students so they estimated the parking spaces by doubling that number. She added that they rarely do they have students who drive.

Mr. Riggle also explained they have an additional nine parking spaces designated and approved by the landlord.

Commissioner Shah mentioned those spaces are also used for drop-off and pick-up.

Mr. Riggle responded that is correct.

Commissioner Shah expressed his concern regarding the pick-up time and the lunch peak hours for the nearby restaurants.

Ms. Gaskell responded they have met with the restaurant next door and the majority of their customers are in the evenings after 5:00 p.m. and on the weekends. The restaurant did not see any issues with parking and traffic flow.

Commissioner Shah asked the traffic engineer if there are any traffic concerns.

DENNIS RALLS, PUBLIC WORK PROGRAM MANAGER, responded he did not anticipate any traffic conflicts during pick-up times and lunch peak hours.

Commissioner Shah expressed his concerns over additional cars waiting for parking spots and blocking the driveway onto Main Street. He asked if

there could be some kind of signage to notify drivers not to block the driveway coming into the center.

Mr. Ralls asked if he is referring to the driveway going onto Main Street.

Commissioner Shah responded yes.

TOM KOPER, ASSISTANT PUBLIC WORKS DIRECTOR, responded he does not think there will be any extra cars stacking up as drivers will be moving in and out of the parking spaces fairly quickly.

A discussion ensued between Commissioner Shah and Mr. Koper regarding potential back-up of cars onto Main Street. Mr. Koper agreed to install signage in the parking lot to keep traffic clear.

Commissioner Siqueland asked if the applicant will follow the parking and traffic flow policy.

Ms. Gaskell responded that they will follow the plan and explained how their staff will be outside as parents drop off and pick up their children. She also explained how they inform the parents of their drop-off and pick-off policy.

Commissioner Shah asked if school staff will be directing traffic during drop-off and pick-up times, ensuring the policy is being followed.

Ms. Gaskell responded staff will make sure there is no back-up traffic and that the policy is being enforced.

Chair Alexander expressed her appreciation to the applicant for making sure all concerns made by the Commissioners have been addressed. She also thanked Mr. Ralls and Mr. Koper for the input they have both put into this project.

Vice Chair Jones shared his personal experience with Pivot Charter School and expressed he has never experienced parking or traffic issues at the Green River Road location.

Chair Alexander mentioned she spoke with the veterinarian business and their only concern was they asked for the parents not to use the two parking spaces in front of their business.

Chair Alexander thanked the applicant for addressing all their concerns from the first meeting.

Chair Alexander opened the public hearing.

JOE MORGAN, RESIDENT, expressed his concern regarding the employee parking being so far from the school and asked how will the city make sure the parking policy is being enforced.

Chair Alexander closed the public hearing.

Ms. Gaskell responded they will not be expanding the number of students the school currently has proposed.

Chair Alexander asked if they have board hearings and public hearings.

Ms. Gaskell responded yes.

Commissioner Shah clarified that in the plans it states the school can hold between 130 to 150 students.

Ms. Gaskell responded that is correct. In June of 2018, they had 147 students enrolled.

Commissioner Shah asked for clarification the number of students will not exceed 150 students.

Ms. Gaskell responded that is correct. She confirmed this site cannot exceed 150 students.

Commissioner Shah asked if the school would be willing to send a report on a quarterly basis to the city regarding attendance of students and parking situation for both parents and employees.

Ms. Gaskell said yes, and they would be willing to send a report to the city.

Commissioner Shah asked Ms. Coletta if this type of information would be helpful.

Chair Alexander commented that if any problems arise the complaints would go to the police department, landlord or other tenants nearby. She does not see a need for a report from the school.

Commissioner Shah responded the report would make sure the school is monitoring the parking and traffic situation and ensuring they do not go over the number of students enrolled.

Commissioner Siqueland recommended a plan be put in place instead of a report by the school.

Vice Chair Jones asked if there is a condition for the number of students allowed to attend the school.

Mr. Luna replied no.

A discussion ensued among the Commissioners, Ms. Coletta and the applicant regarding the maximum number of students allowed and the maximum occupancy of the building.

**A motion was made by Vice Chair Jones, seconded by Commissioner Shah, that the Planning and Housing Commission recommend adoption of Resolution No. 2536 GRANTING CUP2018-0014, based on the findings contained in the staff report and conditions of approval. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Shah, Vice Chair Jones, Chair Alexander, Commissioner Siqueland, and Commissioner Hooks

## **7. WRITTEN COMMUNICATIONS**

None.

## **8. ADMINISTRATIVE REPORTS**

None.

## **9. PLANNING AND HOUSING COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Shah asked in regards to the zone text amendment related to The Lab if there are similar requests that the Planning Division has received from the public.

Ms. Coletta responded no she has not had any similar requests.

Commissioner Shah asked if there were any past applications that did not move forward.

Ms. Coletta responded no.

## **10 PLANNING AND HOUSING COMMISSION ORAL REPORTS AND COMMENTS REGARDING COUNCIL COMMITTEES**

[19-0794](#) Report on the August 7, 2019 Infrastructure Committee meeting.

**Attachments:** [20190807 Infrastructure Committee Minutes - Final](#)

## **11. ADJOURNMENT**

Chair Alexander adjourned the meeting at 8:16 p.m. to the Planning and Housing Commission meeting of Monday, September 23, 2019,

commencing at 6:00 p.m. in the City Hall Council Chambers.