

CITY OF SAN GABRIEL

**MINUTES OF THE REGULAR PLANNING COMMISSION AND
ADJOURNED DESIGN REVIEW COMMISSION MEETING**

April 9, 2012

The regular meeting of the Planning Commission and the adjourned regular meeting of the Design Review Commission of the City of San Gabriel was held in the City Council Chambers at City Hall, 425 S. Mission Drive, San Gabriel, California, on Monday, April 9, 2012.

Vice-Chair Klawiter called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

**Meeting Called to Order;
Pledge of Allegiance**

ROLL CALL

ROLL CALL

Present: Thomas Klawiter, Vice-Chair
Dondi Adkins, Commissioner
Carol Kimbrough, Commissioner
Vincent Zawodny, Commissioner

Absent: Norman Garden, Chair (excused)

Also Present: Marla Nadolney, DRC Chair
Ken Nakaba, DRC Vice-Chair
Raymond Cheng, DRC Commissioner
Robert L. Kress, City Attorney
Carol Barrett, Planning Manager
Mark Gallatin, City Planner
Larissa De La Cruz, Associate Planner
Dale Brown, City Architect
Laura Castillo, Acting Planning Commission Secretary

CONSENT ITEMS

CONSENT ITEMS

Minutes of Adjourned Regular Meeting on March 12, 2012.

**Planning Commission
Minutes of March 12,
2012. Approved.**

Commissioner Adkins moved to approve the minutes. Commissioner Kimbrough seconded the motion. There being no objections, the minutes were approved.

PUBLIC COMMENTS

PUBLIC COMMENTS

Vice-Chair Klawiter asked that any speakers come forward who wished to address the Planning Commission on non-agenda items. There being no one who wished to speak, Vice-Chair Klawiter closed this portion of the meeting.

None.

EXPLANATION OF PUBLIC HEARING PROCEDURES

**EXPLANATION OF
PUBLIC HEARING
PROCEDURES**

City Attorney Kress explained the public hearing procedures for the items on this evening's agenda.

Explained by City Attorney
Kress.

PUBLIC HEARING ITEMS

**PUBLIC HEARING
ITEMS**

1. 320 South Mission Drive

**Planning Case No. PL-12-008 Mission Playhouse Master Sign Program and Variances
Applicant/Owner: Anna Cross, Managing Director, San Gabriel Mission Playhouse**

**1. 320 S. Mission Dr.
Planning Case No. PL-12-008
Mission Playhouse Master
Sign Program and Variance.
Approved.**

This report was presented by Associate Planner De La Cruz regarding an application for a Master Sign Program for the San Gabriel Mission Playhouse. The historic Mission Playhouse is developing a new signage program that honors the history of the building, while providing for the routine needs of the facility. The proposed sign plan consists of a new monument sign, new blade signs, and

incidental site signage. The application also requests three variances for a Master Sign Program for the historic Mission Playhouse. These variances are to increase the height of a proposed monument sign, a request to allow the placement of a wall sign on a detached garden wall, and a request to

allow an increased number of projecting (or ‘blade’) signs for the property.

This report was reviewed and exempted for compliance with the California Environmental Quality Act (CEQA) per Guidelines Section 15301, Class 11 (Accessory Structures – On-premise Signs).

Staff recommends that the Design Review Commission approve Planning Case No. PL-12-008 (Master Sign Program), subject to the recommended conditions of approval and recommend approval of the requested variances to the Planning Commission.

Staff also recommends that the Planning Commission approve Planning Case No. PL-12-008 (Variances), subject to the recommended conditions of approval.

Applicant’s Testimony

Anna Cross, Jonathan Salisbury and Steve Wilkinson from the San Gabriel Mission Playhouse, presented their report in support of the proposed sign. They also stressed the importance of branding and using a logo on the property, and stated that it unifies an organization from within by showing the public unity and professionalism.

Doug Joyce, from Onyx Architects, stated that this proposed sign would bring proper stewardship and vitality to the Playhouse.

Harry Baldwin, Vice President of the Historical Association, stated that the Association was in support of this sign program.

Commissioners’ Discussion

The Commission commended everyone involved in this project including the architects and staff. However, they did express some concerns in regards to the LED lighting, how fast the sign pacing would be, vandalism to the sign and landscaping around the sign.

City Architect Dale Brown stated that the sign pacing will be set for vehicles but also paced for pedestrians. It will be a primarily black background with white text, similar to the marquee. Planning Manager Barrett reiterated that the pace of the sign would be slower and change approximately every 12 seconds in order to not be distracting to vehicles passing by.

Doug Joyce also confirmed that landscaping would be put in at the bottom of the sign to soften the look and help to reduce vandalism.

Commissioner Zawodny presented an idea to incorporate a camera to the sign that would capture children’s faces as they walk up to it so that they can see themselves.

Design Review Commission Chair Nadolney made the motion to approve the master sign program and Planning Case PL-12-008 subject to the recommended conditions of approval and to recommend approval of the variances to the Planning Commission. Design Review Commission Design Review Commission Vice-Chair Nakaba seconded the motion.

Ayes: Nadolney, Nakaba and Cheng

Noes: none

3 – 0 vote. Motion carried.

Vice-Chair Klawiter made the motion to approve PL-12-008, upon the recommendation of the Design Review Commission that they approve and make the findings for variances contained in

Applicant’s Testimony

Commissioners’ Discussion

Section 153.261 of the San Gabriel Municipal Code for the variances requested. Commissioner Adkins seconded the motion.

Ayes: Klawiter, Kimbrough, Adkins and Zawodny
Noes: none

4 – 0 vote. Motion carried.

2. DESIGN REVIEW COMMISSION ADJOURNS TO A REGULAR MEETING ON APRIL 23, 2012 AT 7:00PM AT CITY HALL, 425 SOUTH MISSION DRIVE, SECOND FLOOR, SAN GABRIEL, CA.

2. DRC Adjourns to a regular meeting on April 23, 2012.

**3. 933 E. Las Tunas Drive
Planning Case No. PL-12-014 (Finding of Public Convenience or Necessity for License to Sell Beer, Wine and Distilled Spirits)
Applicant: Tawa Supermarkets (168 Market)**

**3. 933 E. Las Tunas Dr.
Planning Case No. PL-12-014
(Finding of Public Convenience or Necessity for License to Sell Beer, Wine and Distilled Spirits)**

This report was presented by City Planner Gallatin. The applicant has applied to the Department of Alcoholic Beverage Control (ABC) for a Class 21 license to sell beer, wine and distilled spirits for off-site consumption at a supermarket located in a shopping center at 927-937 E. Las Tunas Dr. (A previous license was issued to Albertson’s for alcohol sales at this address.) The Planning Commission must consider whether to make a finding that a “public convenience or necessity” would be served by the issuance because the location is in a census tract with an “undue concentration” of that license class.

This report was reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt per Guidelines Section 15301, Class 1 (Existing Facilities).

Staff recommends that the Planning Commission find that a public convenience of necessity would be served by the issuance of a Class 21 License to sell beer, wine and distilled spirits at 933 East Las Tunas and that the Planning Commission recommend to staff preferred procedures for handling similar requests in the future.

Applicant’s Testimony

The applicant’s representative, Brett Engstrom, stated that he had no comments at this time.

Applicant’s Testimony

Commissioners’ Discussion

The Commissioners had a couple of concerns with the CUP process in regards to making findings of “public convenience or necessity” for alcohol sales.

Commissioners’ Discussion

City Planner Gallatin explained that although the total fees are \$550 and approximately 2 hours went into creating the staff report for this project, the process is still worth it considering the competing public goods. He stated that it was important to (1) let the public know and (2) be business-friendly.

The Community Development Department recommends that the Planning Commission make the motion to find that a public convenience or necessity would be served by the issuance of a Class 21 License to sell beer, wine, and distilled spirits at 933 East Las Tunas and recommend to staff that similar requests be handled in the same fashion in the future.

Commissioner Zawodny made the motion to find that a public convenience or necessity exists for Planning Case PL-12-014. Vice-Chair Klawiter seconded the motion.

Ayes: Klawiter, Kimbrough, Adkins and Zawodny
Noes: none

4 – 0 vote. Motion carried.

The Commission unanimously, by motion, directed staff on how the Planning Commission wishes to handle similar requests in the future.

Ayes: Klawiter, Kimbrough, Adkins and Zawodny
Noes: none

4 – 0 vote. Motion carried.

STAFF ITEMS

1. Census Highlights.

This report was presented by Planning Manager Barrett on behalf of Associate Planner Larissa De La Cruz.

This is an information item. No action was required.

2. Chapman Mill Relocation Status Report

Planning Manager Barrett informed the Commissioners about the efforts to relocate portions of the Chapman Mill identified as part of the excavations associated with the ACE project.

This is an information item. No action was required.

PLANNING COMMISSION ITEMS

1. Neighborhood Friendly Policy.

This report was presented by Planning Manager Barrett. The Planning Commission asked staff to draft a Neighborhood Friendly Policy that would help to inform businesses of community expectations.

The Commission was in agreement that this policy was a great way to set guidelines.

The policy was reviewed for compliance with the California Environmental Quality Act (CEQA). This project is exempt as it is not a project under the CEQA definition as per Public Resources Code Section 21065.

Staff recommends that the Planning Commission review, revise, and approve the Draft Good Neighbor Policy and Actions and recommend the policy to City Council.

Vice-Chair Klawiter made the motion to approve the policy and recommends that the City Council adopt the policy. Commissioner Kimbrough seconded the motion.

Ayes: Klawiter, Dondi, Kimbrough, Zawodny
Noes: none

4 – 0 vote. Motion carried.

2. Volunteer Needed – Community Liaison Council for 710 EIR.

This report was presented by Planning Manager Barrett. Commissioner Carol Kimbrough volunteered to be the liaison. The first meeting will be held on Friday, May 11 from 7:30 to 9:00am at Metro Offices (adjacent to Union Station).

ADJOURNMENT

There being no further business to discuss, Vice-Chair Klawiter moved to adjourn at 7:52 p.m. to the regular Planning Commission meeting on May 14, 2012, convening in the Council Chambers, City Hall, 2nd Floor, 425 S. Mission Drive, San Gabriel, CA.

STAFF ITEMS

**1. Census Highlights.
Information only.**

**2. Chapman Mill Relocation
Status Report.
Information only.**

**PLANNING COMMISSION
ITEMS**

**1. Neighborhood Friendly
Policy.**

**2. Volunteer Needed –
Community Liaison Council
for 710 EIR. Carol
Kimbrough volunteered.**

ADJOURNMENT

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The Planning Commission meetings are available on tape and may be reviewed in the Community Development Department office at City Hall during regular business hours.

ATTEST: _____
Laura Castillo, Acting Secretary
City of San Gabriel Planning Commission

Thomas Klawiter, Vice-Chair
Planning Commission