

MINUTES OF A REGULAR MEETING OF THE UPLAND PLANNING COMMISSION

March 26, 2025
6:30 p.m.
City Council Chamber
City Hall, 460 N. Euclid Avenue

Present: Chair Robin Aspinall, Vice Chair Brian Staton, Commissioner John P. Andrews, Commissioner David Borger, Commissioner Christine S. Caldwell, Commissioner Jeffrey Johnson

Absent: Commissioner Monica Marroquin

Staff Present: Development Services Director and Planning Commission Secretary Robert D. Dalquest, Planning Manager Lorelee Farris, Senior Planner Joshua Winter, Deputy City Attorney Albert Maldonado, Management Analyst Jamie Davidson

1. CALL TO ORDER OF THE PLANNING COMMISSION REGULAR MEETING

Chair Aspinall called the regular meeting of the Upland Planning Commission to order at 6:30 p.m. in the Council Chambers of the Upland City Hall.

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Andrews.

3. ROLL CALL

Management Analyst Davidson conducted roll call. Commissioner Marroquin was absent.

4. APPROVAL OF MINUTES

Moved by: Commissioner Borger
Seconded by: Commissioner Caldwell

To approve the Regular Meeting Minutes of February 26, 2025. Commissioner Marroquin was absent.

Motion: Carried

5. COUNCIL ACTIONS

Development Services Director Dalquest indicated that the City Council met on March 10, 2025 and March 24, 2025.

Development Services Director Dalquest reported that at the March 10, 2025 meeting, the City Council approved the acceptance of an \$850,000 Community Project Funding Grant from Congresswoman Norma Torres to rehabilitate the Santa Fe Depot building in Downtown, and approved a lease agreement with 42nd Street Bagel in the Downtown Area. He further reported that at the March 24, 2025 meeting, the City Council approved the 1st reading of the Accessory Dwelling Unit Ordinance.

He mentioned that an appeal was filed to contest the determination of approval that the Planning Commission made for Conditional Use Permit No. 24-0001 at their previous meeting on February 26, 2025, and indicated the appeal hearing will be heard by the City Council on April 28th.

6. FUTURE AGENDA ITEMS

Planning Manager Farris reported one future agenda item for the month of April; a Specific Plan for Villa Serena consisting of 65 single family residential units located on 15th Street and Fernando Avenue.

7. ORAL COMMUNICATIONS

Chair Aspinall opened oral communications. There being no speakers, Chair Aspinall closed oral communications.

8. PUBLIC HEARINGS

a. CONDITIONAL USE PERMIT NO. 24-0002 AND DEVELOPMENT PLAN REVIEW NO. 24-0001.

Project Description: Consideration of Conditional Use Permit No. 24-0002 and Development Plan Review No. 24-0001 to construct a wireless telecommunications facility approximately 600 feet east of the intersection of Trail View Court and North Campus Avenue on Southern California Edison property, within the Public/Institutional (PB/I) Zone (APN: 1043-091-02) that includes:

1. The placement of new antennas on an existing Southern California Edison Transmission Tower at an elevation of 44 feet; and
2. The construction of an ancillary equipment enclosure totaling 300 square feet.

CEQA Determination: This project is Categorically Exempt from environmental proceedings pursuant to Section 15303, Class 3 (Construction or Conversion of Small Structures), of the California Environmental Quality Act (CEQA), since the project consists of a new wireless facility and small supporting structures (equipment shelter), and mechanical equipment (emergency back-up generator). Class 3 allows for the installation of small facilities, structures, and equipment facilities, such as the proposed project.

Applicant: Smartlink Group c/o Jermaine Taylor on behalf of AT&T, 101 W. Mission Blvd., Ste 110-324, Pomona, CA 91766

Staff Planner: Joshua Winter, Senior Planner

Appeal Period: The Planning Commission's determination is final. An appeal period to contest this decision is from March 27, 2025 to April 7, 2025.

Senior Planner Winter presented the staff report, along with a PowerPoint Presentation which is on file in the Development Services Department.

Staff answered questions posed by the Planning Commission regarding the site being within the high fire district and staff confirmed that San Bernardino County Fire Department didn't have concerns about the project or location and clarified that the applicant will need to submit their plans to San Bernardino Fire for plan

check and further clarified that the conduit or any other lines will be installed underground from the equipment enclosure to the antennae and shouldn't have an impact on sparks; there were concerns about the equipment having an impact on home values and aesthetics and staff spoke to the fact that home values have since increased over the years and also addressed the coverage gap, indicating that the Municipal Code calls for a 200 foot separation from antennae to residential uses, however the distance from this project to residential is 160 feet because the City cannot enforce the distance requirements when there is a coverage gap; staff mentioned the height of the antennae should be the same as the previous provider and indicated the antennae needs to be a certain distance from the power lines, which is around 44 feet; staff confirmed that notices were sent to property owners within 300 feet of the project; staff confirmed that the neighboring residences could plant landscaping to screen the pole visibility from their yard.

Chair Aspinall opened the public hearing.

Jermaine Taylor, applicant, addressed the reason they selected that location is because there was an existing carrier on that pole and wanted to avoid constructing a new tower.

There being no public speakers, Chair Aspinall closed the public hearing.

Moved by: Commissioner Andrews

Seconded by: Vice Chair Staton

Find that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303, Class 3 Construction or Conversion of Small Structures, of the CEQA Guidelines; and

Adopt a Resolution approving Conditional Use Permit No. 24-0002 and Development Plan Review No. 24-0001 to construct a wireless telecommunications facility approximately 600-feet east of the intersection of Trail View Court and North Campus Avenue on Southern California Edison (SCE) Property, within the Public/Institutional (PB/I) zone (APN: 1043-091-02 and 1043-171-02) that includes the placement of new antennas on an existing SCE transmission tower at an elevation of 44-feet and the construction of an ancillary equipment enclosure totaling 300 square feet. Commissioner Marroquin was absent.

Motion: Carried

b. CONTINUATION OF TENTATIVE PARCEL MAP NO. 24-0001 (TPM NO. 20819), DEVELOPMENT PLAN REVIEW NO. 24-0005, CONDITIONAL USE PERMIT NO. 24-0009, CONDITIONAL USE PERMIT NO. 24-0010, AND ENVIRONMENTAL ASSESSMENT REVIEW NO. 24-0002

Project Description: A request to subdivide an existing 6.8-acre parcel located on the northern portion of the "Mountain Green" shopping center to create two additional out-parcels for two new drive-thru restaurants. Parcel 1, which includes the existing anchor retail building containing Orleans Furniture, is proposed to be 5.34 acres in size. Parcel 2 will be approximately 0.8-acre and will include one drive-thru restaurant for a future tenant (still to be determined). Parcel 3 will be approximately 0.75 acre and will include a 4,270 square foot McDonald's

restaurant within the Regional Commercial (RC) General Plan Designation and Zoning District at 233 S. Mountain Ave. (APN: 1008-101-02).

CEQA Determination: This project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15315, Minor Land Divisions; Section 15303(c), New Construction or Conversion of Small Structures; and 15332, In-Fill Development Projects, of the CEQA Guidelines.

Applicant: Brian Martini, 250 Newport Center Drive, Newport Beach, CA 92660

Staff Planner: Jessica Anaya, Assistant Planner

ITEM IS REQUESTED TO BE CONTINUED TO THE REGULAR PLANNING COMMISSION MEETING ON APRIL 23, 2025.

Planning Manager Farris reported that the applicant is requesting another continuance as they are continuing to meet with staff for clarifications on their Conditions of Approval and needs additional time.

Chair Aspinall indicated there would not be a public hearing but invited public comment to which no one spoke on the matter.

Moved by: Vice Chair Staton

Seconded by: Commissioner Caldwell

To continue the public hearing for Tentative Parcel Map No. 24-0001 (TPM No. 20819), Development Plan Review No. 24-0005, Conditional Use Permit No. 24-0009, Conditional Use Permit No. 24-0010, and Environmental Assessment Review No. 24-0002 to the regularly scheduled Planning Commission meeting of April 23, 2025." Commissioner Marroquin was absent.

Motion: Carried

9. BUSINESS ITEMS

a. GENERAL PLAN CONFORMITY DETERMINATION FOR THE VACATION OF THE EAST 33 FEET OF A 73-FOOT-WIDE PUBLIC UTILITY EASEMENT FOR A TOTAL VACATED AREA OF 9,918 SQUARE FEET TO ACCOMMODATE THE RELOCATION OF A WATER LINE, LOCATED AT 1010 E. 20TH STREET.

Planning Manager Farris presented the staff report and answered questions posed by the Planning Commission confirming that the Developer is paying all costs associated with the relocation of the water line.

Chair Aspinall invited public comment to which no one spoke on the matter.

Moved by: Commissioner Johnson

Seconded by: Commissioner Caldwell

Determine that the General Plan Conformity for vacating the east 33 feet of a 73-foot-wide public utility easement totaling 9,918 square feet at 1010 E. 20th Street is Statutorily Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines, and

Adopt a Resolution finding that vacating the east 33 feet of a 73-foot-wide public utility easement totaling 9,918 square feet located at 1010 E. 20th Street is in

conformity with the City of Upland General Plan. Commissioner Marroquin was absent.

Motion: Carried

10. PLANNING COMMISSION COMMENTS

Andrews thanks staff for the invitation to attend the State of the City and commended Development Services Director Robert Dalquest on the work that was highlighted at the event that the Development Services Department is accomplishing.

Chair Aspinall and Commissioner Caldwell agreed.

11. ADJOURNMENT

At 7:20 p.m., Chair Aspinall adjourned the meeting. The next regularly scheduled Planning Commission meeting is April 23, 2025.

Moved by: Vice Chair Staton

Seconded by: Commissioner Caldwell

To adjourn. Commissioner Marroquin was absent.

Motion: Carried

Robert D. Dalquest, Secretary