



Agenda Item Staff Report

To: Development Plan Review Board
For the Meeting of February 22, 2024

From: Anne Moore, Senior Planner

Subject: **DPRB No. 23-0008 / Precise Plan No. 23-0001**
ACCELA PROJ-23-0051

A request for a major exterior remodel and a 6,563 sq. ft. addition with a 340 sq. ft. covered patio and two decks totaling 435 sq. ft. to an existing 5,861 sq. ft. two-story office building located within the Commercial Highway (CH) Zone with a Scenic Highway Overlay (SHO).

RECOMMENDATION

Staff recommends that the Development Plan Review Board recommend approval of DPRB No. 23-0008 and Precise Plan No. 23-0001 to the Planning Commission subject to the attached Conditions of Approval in Attachment 1.

BACKGROUND

The subject site is located at 302 E. Foothill Boulevard within the Commercial Highway (CH) Zone with a Scenic Highway Overlay (SHO) and situated on the southeast corner of Walnut Avenue and Foothill Boulevard (Figure 1). The existing two-story office building, formerly known as the Jackson & Jackson building, was developed in 1993 as part of Precise Plan No. 91-5 and Conditional Use Permit (CUP) No. 89-15, which allowed for a two-story retail nursery in conjunction with outdoor storage on a 2.2-acre site.



Figure 1 - Vicinity Map

The property was purchased by the current owner, who operates Walton Construction, Inc. on the adjacent property located immediately to the south at 358 E. Foothill Boulevard. The new owner is not proposing to continue the outdoor storage use associated with CUP 89-15; however, is proposing to expand and upgrade the exterior of the existing two-story building. The Applicant, Mark Gross of Mark Gross & Associates, Inc, on behalf of the property owner, submitted an application for a major exterior remodel and expansion of the existing two-story office building.

Pursuant to San Dimas Municipal Code (SDMC) Section 18.108.060, properties designated with the Scenic Highway Overlay are subject to a precise plan review to be approved by the City Council. Therefore, this request is being brought to the Board for their recommendation to the Planning Commission, and subsequently to City Council.

DISCUSSION/ANALYSIS

Site Description/Improvements

The proposed improvements include a 6,563 sq. ft. addition with a 340 sq. ft. covered patio and two decks totaling 435 sq. ft. to the existing 5,861 sq. ft. building. Due to the size of the 6,563 sq. ft. addition, which will double the size of the existing building, the existing parking lot area located in front of the building along Foothill Boulevard will be expanded (Attachment 2). The property will require a total of 62 parking spaces with 58 parking spaces provided within the parking lot area and four (4) parking spaces provided within new garage areas added on the western portion of the building. There will be seven (7) additional parking stalls added to the front parking lot, which will be expanded to the east with approval from the L.A. Department of Water and Power (LADWP), which owns a 120'-0" wide easement that runs all across the front part of the lot. Condition No. 59 is included to ensure that the Applicant obtains all necessary approvals from LADWP and the Metropolitan Water District (MWD) for construction within their respective easement areas prior to permit issuance from the city. In addition, ADA site improvements for the new parking lot area will be made including the addition of an accessible parking space within the rear parking lot area that did not exist previously.

New landscaped areas subject to compliance with the City's Model Water Efficient Landscape Ordinance (MWELO) will also be incorporated as part of the overall site improvements. The proposed landscape plans (Attachment 2) will restore the former outdoor nursery stock area into more appropriate drought tolerant landscaping and decorative concrete paving. The new landscaping will also be carried over to the expanded parking lot area.

Building Design

The existing building was originally designed with a Spanish architectural theme (Figure 2) with the entire exterior of the building finished with textured stucco in a tan color, hipped roof with Spanish tile roofing material, arched windows throughout and a front porch arcade that spans across the entire ground floor level of the front building façade.



Figure 2 - Existing North (Front) Elevation view of building.

The proposed changes to the exterior of the building include the following (Attachment 3):

- Replace hipped roof with a flat roof
- Replace all arched windows with rectangular windows
- Incorporate a thin brick veneer over the existing front porch arcade, front entry tower, and various sections of the ground floor
- Incorporate metal awnings above the majority of second floor windows facing Foothill Boulevard in either a Yellow 90 Gloss color or Black Hammer color
- Addition of 1'-0" architectural projections on the second floor that will be clad with metal wall panels
- Addition of tempered glass railings on the deck areas located on the second floor
- Replace all existing exterior light fixtures with new decorative light fixtures



Figure 3- North (Front) Elevation Colored Rendering.

The areas highlighted in red shown in Figure 3 show the amount of building area that is going to be added onto the existing building. The expansion of the existing building will be primarily located towards the western end of the building with a small addition consisting of an added stairwell on the eastern end of the building (Attachment 2). The addition along the western end of the building was designed to in a way to accommodate the existing 10'-0" wide storm drain easement that runs along the rear portion of the property. The design and major remodel of the building is intended to incorporate contemporary architectural design elements that help to break up the building facade on all sides of the building, which in turn, provide more architectural relief. Many of the exterior elements being proposed are similarly found on the adjacent building (Figure 4).



Figure 4 - Front Elevation of 358 E. Foothill Blvd.

There also exists on site a monument sign located at the corner of the property (Figure 5), which is not currently proposed to be replaced at this time. However, Condition No. 27 has been included to require the upgrade of the existing monument sign to match the newly remodeled building. Since there is no outdoor storage of materials being proposed as part of this request, the previous CUP, which allowed for the outdoor nursery stock area will be discontinued, and Condition No. 15 has been included to require the Applicant to apply for a new CUP for any outdoor storage that may be proposed in the future.



Figure 5 - Existing Monument Sign.

In conclusion, the proposed exterior changes to the existing office building are not out of character with the surrounding commercial highway area and is a major improvement to the existing building.

ISSUES

There are no issues currently associated with the project.

ENVIRONMENTAL REVIEW

This item is Categorically Exempt under the California Code of Regulations, Title 14, Section 6, Chapter 3, Article 19, Section 15301 Existing Facilities Class 1 operations which consists of the

operation, repair, maintenance or minor alteration of existing public or private facilities involving negligible or no expansion of existing or former use.

Respectfully submitted,



Anne Moore
Senior Planner

Attachments:

1. Conditions of Approval
2. Project Plans
3. Material Board

**DEVELOPMENT PLAN REVIEW BOARD
MINUTES
FEBRUARY 22, 2024 at 8:30 AM
245 EAST BONITA AVENUE
COUNCIL CHAMBER CONFERENCE ROOM**

BOARD MEMBERS PRESENT

David Bratt, Planning Commission
Scott Dilley, Chamber of Commerce
Brad McKinney, Assistant City Manager
Steve Barragan, Engineering Manager (Substitute for Shari Garwick)
Luis Torrico, Director of Community Development

BOARD MEMBERS ABSENT

Shari Garwick, Director of Public Works

STAFF PRESENT

Garrett Tarango, Building & Safety Manager
Marco Espinoza, Interim Planning Manager
Anne Moore, Senior Planner
Victoria Gutierrez, Departmental Assistant

CALL TO ORDER

David Bratt called the regular meeting of the Developmental Plan Review Board to order at 8:32 a.m. so as to conduct regular business in the Council Chamber Conference Room.

PUBLIC HEARING

DPRB No. 23-0008 / Precise Plan No. 23-0001

Associated Case: ACCELA PROJ-23-0051

A request for a major exterior remodel and a 6,563 sq. ft. addition with a 340 sq. ft. covered patio and two decks totaling 435 sq. ft. to an existing 5,861 sq. ft. two-story office building located at 302 E. Foothill Boulevard within the Commercial Highway (CH) Zone with a Scenic Highway Overlay (SHO) (APN: 8661-017-032 & -018).

Applicant, Mark Gross, and Property Owner Representative, Markus Zuleski were present.

Senior Planner Moore presented the staff report and recommended the Board recommend approval to the Planning Commission.

Director of Community Development Torrico asked for the total height of the existing building.

Senior Planner Moore stated the hipped roof puts the existing building above 28 feet high. She stated the total height of the proposed building is 32 feet with a majority of the building at 28.5 feet high. She added the parapet of the proposed building will serve the same purpose as the existing hipped roof and will conceal the rooftop equipment.

Assistant City Manager McKinney asked if there is a plan to connect 302 E. Foothill with the adjacent property. He asked if that property's surplus parking can be considered additional parking for the project site.

Senior Planner Moore stated the property owner is considering a connection between the two properties since they own both. She stated they are proposing to install parking in a more centralized area, making any future plans of installing access to 358 E. Foothill easier.

Interim Planning Manager Espinoza stated although the Applicant owns both properties, they are not legally tied and their parking stalls should be counted separately.

Engineering Manager Barragan asked if the existing nursery will be relocated as part of the project.

Applicant Gross stated the plans mistakenly show a new proposed location for the nursery. He stated the nursery is not currently utilized and they wish to convert the space to a common area. He clarified the proposed plan shows a driveway access from 302 to 358 E. Foothill with the removal of an existing block wall that separates the two properties. He stated the client purchased the project site to expand their company and what they've proposed will tie the two buildings together as best as they can. He stated he is open to installing additional parking if needed.

Director of Community Development Torrico asked how the Applicant plans to update their existing monument sign.

Applicant Gross stated he plans to have their landscape architect work on their monument sign. He stated they do not plan on changing the size, they will reface the sign to match the design of the proposed building.

Interim Planning Manager Espinoza asked if the applicant has considered installing awnings on the south face of the building where it gets the hottest as they could serve a functional purpose.

Applicant Gross stated they had not but is open to it. He stated the awnings were proposed on this building only to match the existing façade of the building of 358 E. Foothill.

Mr. Bratt asked if the Board had any concerns with the proposed color of the awnings.

Mr. Dilley stated the proposed color does not offend him.

Applicant Gross stated the color is included in the company logo and will tie in with their wall sign. He stated the originally proposed color was much brighter, but they chose an alternate version at Staff's request. He added they can adjust the color again as the project moves through the approval process.

Director of Community Development Torrico stated he does not object to the color as it matches the company logo and will tie in the wall signs to be installed.

Mr. Bratt and Assistant City Manager McKinney did not share any objections to the color.

There were no further comments to be heard.

Motion DPRB No. 23-0008 / Precise Plan No. 23-0001

Director of Community Development Torrico moved to recommend approval to the Planning Commission with the following revisions to the conditions of approval:

15. The existing conditional use permit for the property will be terminated as part of this approval. There shall be no outdoor storage of materials as part of this project approval. Any proposed outdoor storage use shall require the submittal of a new conditional use permit, which will be subject to review and approval by the Planning Commission. Any overnight outdoor storage of vehicles associated with the business shall be at the discretion of the Director of Community Development.
25. All exterior building colors shall match the color and material board on file with the Planning Division. The proposed awnings shall be the FS 13538 Yellow 90 Gloss color. Any revision to the approved building colors shall be submitted to the Planning Division for review and approval.
59. The Applicant/Developer shall obtain all approvals from Los Angeles Department of Water & Power (LADWP) and Metropolitan Water District (MWD) for construction within their respective easement areas including the installation of parking prior to permit issuance from the City of San Dimas.

Motion seconded by **Engineering Manager Barragan**.

Motion carried 4-0-1 (Bratt abstained).

ORAL COMMUNICATIONS

No communications were made.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:57 a.m. to the meeting of March 14, 2024.



David Bratt, Chairman
Development Plan Review Board

ATTEST:



Victoria Gutierrez
Administrative Assistant

Approved: March 28, 2024