

MINUTES OF THE REGULAR MEETING OF THE STAFF REVIEW COMMITTEE  
COUNCIL CONFERENCE ROOM      FULLERTON CITY HALL  
THURSDAY, 10:00 A.M., MARCH 20, 2008

CALL TO ORDER

Chairman Eastman called the meeting to order at 10:05 a.m.

COMMITTEE MEMBERS PRESENT

Eastman, Lopez, Drew-Craig, St. Paul, Voronel

COMMITTEE MEMBERS ABSENT

Tabatabaee

STAFF MEMBERS PRESENT

Jenkins, Flores, Kusch, Hernandez, Coats

APPROVAL OF MINUTES

MOTION by Committee Member Lopez, SECONDED by Committee Member Drew-Craig, and CARRIED unanimously by voting members present, to CONTINUE the February 7, 2008 minutes.

ACTION ITEMS

PRJ08-00059 – ZON08-00021. APPLICANT: NATHAN ADKINS; PROPERTY OWNER: ALAN HUNSAKER. A request for a minor site plan to operate a trade school for tutoring purposes on property located at 717 West Commonwealth Avenue (north side of Commonwealth Avenue, approximately 200 feet west of Woods Avenue) (C-H zone) (Categorically exempt under Section 15301) (MJE) (Continued from March 6, 2008)

Planning Technician Jenkins gave a brief overview of the project and explained the request. The request was for a tutoring facility with three instructors and five students. He explained that the instruction was reading and writing, for 3 hours a day by appointment only.

Committee Member Lopez noted that the chain link fence was not on the site plan. Chairman Eastman clarified that all vehicle access was from the alley, because there is only building frontage on Commonwealth.

Public hearing opened.

Nathan Adkins, Applicant, stated that they were proposing to slurry and re-stripe the parking lot in the rear, and the chain link fence would be staying.

Committee Member St. Paul referenced the property lines and asked if there was a fence separation, and Mr. Adkins responded no.

Chairman Eastman asked if the proposal included fencing the property line and Mr. Adkins responded no.

Chairman Eastman asked what the age of the students would be, and Planning Technician Jenkins responded that it was high school age and above.

Chairman Eastman stated the building may need to be brought up to “E” (education) occupancy requirements. Mr. Adkins responded that the building has been upgraded inside and out to meet ADA requirements.

Committee Member Lopez noted that the plans submitted during plan check did not reference the alley’s chain link fence, and a Knox pad lock would be needed. Mr. Adkins stated that he would add the chain link fence to the drawings, and a Knox pad lock will be provided.

Committee Member St. Paul referenced the site photos, and asked if the boxes at the base of the façade walls were framed in.

Public hearing closed.

Committee Member Lopez stated that a 5” x 5” opening Knox pad lock would be needed in the chain link fence

Committee Member St. Paul stated that he would like to see the area to be accented where the boxes are now. He stated that he was concerned about not having a fence on the property line between the two buildings.

Committee Member Drew-Craig stated that she would like to see security lighting in the front and back of the building.

Chairman Eastman stated that the access off the alley concerned him. He noted that drop off and pick up would probably be done off of Commonwealth.

The Committee recommended approval of the project based on the following conditions:

- Parking lot will need to be slurred and striped to meet Building and Zoning Code requirements
- Occupancy of the building cannot exceed twelve at any given time
- Hours of operation shall be noon to 10p.m.
- All signage would have to meet the City’s code requirements
- A concept landscape plan shall be submitted to address the setback area, and the box seats
- No loitering signs shall be posted in the front of the building

Committee Member Voronel asked if there was a valuation cost for the project improvements, and Mr. Adkins responded that it was about ten thousand dollars. Committee Voronel stated that the applicant would need to comply with Engineering Department plan check requirements.

MOTION by Committee Member St. Paul, SECONDED by Committee Member Lopez to APPROVE the project. Motion passed unanimously.

Acting Chief Planner Eastman explained the 10-day appeal process.

PRJ05-00700 – ZON05-00099. APPLICANT: TRILLIUM CONSULTING AND T-MOBILE; PROPERTY OWNER: COYOTE HILLS INVESTMENT, LLC. A request to install telecommunication equipment, including a monopole antenna measuring 40 feet tall, on the

grounds of the Coyote Hills Golf Course. The proposed antenna monopole is designed to have the appearance of a pine tree and located adjacent and west of the driveway leading from Bastanchury Road to the City of Fullerton Vista Park and Summit House Restaurant property (located on the southwest corner of Bastanchury Road and State College Boulevard). The proposed antenna would be located adjacent to an existing oil pumping facility on the south side of Bastanchury Road, approximately 700 feet west of the intersection of State College Boulevard. (AKU)

Associate Planner Kusch referenced an aerial photograph and explained the request. He noted that the site was on the Coyote Hills Golf Course and consists of environmentally sensitive habitat. He stated that a biological site assessment was provided, and does not contain any sensitive habitat. However, a recommended condition has been made to avoid the nesting season. Associate Planner Kusch noted that there was an electrical conduit trench proposed from the site to the Summit House property. He stated that the conduit was now proposed to follow the golf cart path to avoid the habitat area. The requested monopole will be in the form of a canary island pine, and the enclosure will be split face CNU. Associate Planner Kusch explained that based on the height of the monopole the suggested setback should be 200 feet, and the applicant was proposing 185 feet.

Chairman Eastman asked if there was a direct line-of-sight from the adjacent homes, and Associate Planner Kusch stated that he did not have a photo simulation that shows that. He noted that he did receive a call concerned with residential line-of-sight.

Associate Planner Kusch noted that there was topography difference between the site and the residential. He stated that staff recommended that the support for the monopole tree should resemble bark. Associate Planner Kusch clarified that the pole will be outside of the MWD water easement. He stated that staff recommended the enclosure be shifted slightly to accommodate a drought tolerant landscape planter.

Chairman Eastman clarified that the Parks and Recreation Department will require a landscape plan screening the antennas from the Summit House driveway. Associate Planner Kusch noted that a recommended condition would be a landscape and irrigation plan.

Committee Member Lopez referenced the site plan, and asked about the man gate. Chairman Eastman noted that access and accommodation for the Fire Department to the cell antenna should be easily accommodated from the Summit House parking during an emergency. Committee Member Lopez stated that a Knox key lock would be needed.

Public hearing opened.

Joe Thompson, Applicant, stated that the antenna would be located on the east side of the path and will not encroach on the water easement. He stated that the pepper trees will be trimmed, but not removed.

B.P. Hanrath, Applicant, stated that landscaping will be provided on City property going up the driveway. He stated that irrigation will be provided from the golf course. Mr. Hanrath noted that from the residential houses looking up, what can be seen are the tree tops where the professionals tee, as opposed to the men and women tees.

Chairman Eastman clarified that based on the topographical map there is a peak that separates the housing from the site.

Associate Planner Kusch asked if the conduit was running down the cart path. Mr. Hanrath clarified that the electrical was being drawn immediately north of the proposed leasehold area. He stated that there was a transformer and there was less than a 30 foot run.

Committee Member Voronel asked if the transformer was existing, and Mr. Hanrath responded yes. Committee Member Voronel asked if the antenna would be located north of the water easement, and Mr. Hanrath stated that was correct.

Committee Member St. Paul asked if the pole would be equipped for co-location, and Mr. Thompson responded yes.

Associate Planner Kusch noted that the following conditions were recommended:

- Construction activity shall avoid the avian nesting season (February – August) If construction activity must occur during the nesting season, a qualified biologist, shall perform a pre-construction clearance survey to determine the presence/absence of nesting activity in the vicinity of the project site
- Landscape and irrigation plans shall be submitted for review and approval by the Parks and Recreation Department Director
- The location of the equipment enclosure shall be modified to accommodate a setback (from adjacent golf cart path) for the planting of landscape to screen the equipment enclosure
- The antenna design shall be structurally designed to accommodate the possibility of additional antennas
- The monopole support shall resemble bark
- Standard conditions for cell antennas as it relates to frequency interference, and County Sheriff Department review
- The antenna equipment enclosure shall include a Knox key box to meet Fire Department requirements

Committee Member Voronel asked where access to the facility would be during construction. Mr. Thompson stated that they would access from the paved path at the Summit House. Chairman Eastman clarified that the applicant would have to coordinate access with the non-peak Summit House hours of operation.

Alan Hollander, 1945 Edinburgh Way, stated that he received the notice of public hearing notice and asked if the adjacent residents received the notice as well. Associate Planner Kusch referenced a noticing map and stated that the home owners association and everyone who is adjacent to the golf course received the notification.

Public hearing closed.

Chairman Eastman stated that this was one of the few locations that is not in the habitat area on the golf course. He noted that staff has been in coordination with the Parks & Recreation Department. Most, if not all of the trees that are adjacent to the site will be preserved. Chairman Eastman summarized his thoughts:

- Access to the project must be met as it relates to construction and emergencies
- Antennas shall be painted to match the faux tree, and not include “socks” to disguise antennas
- Plans shall be revised to accommodate the setback of the enclosure from the cart path
- Construction access shall be coordinated with the Summit House and work shall not be conducted during Summit House peak hours
- Comply with plan check corrections and staff’s recommended conditions

MOTION by Committee Member St. Paul, SECONDED by Committee Member Voronel to approve the project, subject to staff’s recommended conditions. Motion passed unanimously.

Chairman Eastman explained the 10-day appeal process.

PRJ08-00069 – ZON08-00024. APPLICANT: MI JUNG LEE; PROPERTY OWNER: JACK T. SIDNEY. A request for a minor site plan review to operate an art school for children on property located at 111 West Bastanchury Road (north side of West Bastanchury Road, approximately 300 feet west of Harbor Boulevard) (C-1 zone) (Categorically exempt under Section 15301 of CEQA Guidelines) (MJE)

Planning Technician Jenkins gave a brief overview of the project and explained that the request was for a tutoring facility. Planning Technician Jenkins noted that 88 parking spaces would be provided, and based on the parking calculations only 59 spaces are required. He explained that the applicant was proposing to teach children from kindergarten to sixth grade, and the hours of operation would be 2p.m. to 9p.m. Planning Technician Jenkins noted that each session would have approximately 6-10 kinds.

Chairman Eastman asked if the applicant has had communication with the Building Division, and Planning Technician Jenkins responded that he did not know. He stated that he thought there has been a change in the building code wherein if there are less than six people being instructed at one time, it does not fall into the blanket of an “E” Occupancy.

Planning Technician Jenkins noted that the Water Engineering Department required that the water facilities be upgraded.

Public hearing Opened.

B.Y. Sonn, Architect, indicated that there would be occupancy of up to 10 people including the instructors and parents that may be waiting.

Chairman Eastman asked how many instructors there would be at any given time, and Mr. Sonn responded two.

Chairman Eastman asked what type of tutoring the applicant would be offering, and Mr. Sonn responded that it was arts and crafts tutoring.

Committee Member St. Paul asked if it was an after school daycare, and Mr. Sonn responded that it was strictly for arts and crafts. Committee Member St. Paul noted that there was an office

entry and asked if there would be a receptionist. Mr. Sonn stated that there would not be a secretary or receptionist.

Mr. Sonn asked if the water meter upgrade was the applicant's responsibility. Chairman Eastman clarified that the applicant would have to work that out with the property owner. He clarified that the water meter upgrade is a standard Water Engineering requirement.

Public hearing closed.

Chairman Eastman stated that the Building Code would determine how many people could be in the facility based on E Occupancy. He believed that parking was adequate based on the hours of operation. Chairman Eastman noted that the applicant would have to be in compliance with all the Building Code requirements.

The Committee recommended approval based on the following conditions:

- Business operation hours shall be between 2p.m. to 9p.m. seven days a week
- Maximum of 6 children at any given time
- Age range of Kindergarten to 6<sup>th</sup> grade
- Must comply with all Building, Engineering, Fire, and Planning corrections during plan check, which will include upgrading the water meter
- All signage must be in compliance with Building Code

MOTION by Committee Member St. Paul, and SECONDED by Chairman Eastman to approve the project. Motion passed unanimously.

Chairman Eastman explained the 10-day appeal process.

#### OTHER MATTERS

None.

#### PUBLIC COMMENTS

None.

Adjourned at 10:45 a.m. as Staff Review Committee.

BY: \_\_\_\_\_  
Susana Flores, Clerical Assistant