

DEVELOPMENT PLAN REVIEW BOARD MEETING AGENDA THURSDAY MAY 22, 2025 8:30 AM SAN DIMAS COUNCIL CHAMBER CONFERENCE ROOM 245 EAST BONITA AVENUE

BOARD MEMBERS

David Bratt, Planning Commission, Brad McKinney, City Manager, Shari Garwick, Director of Public Works, Luis Torrico, Director of Community Development, Scott Dilley, Chamber of Commerce

CALL TO ORDER

APPROVAL OF MINUTES

1. April 24, 2025 Minutes

DPRB ITEMS

DPRB 1. DPRB 25-02; ACCELA PROJ-25-16 A request to approve the unpermitted window graphics on the east and south façade of the Wells Fargo Bank building located at 925 W. Arrow Highway, within Specific Plan 18 (SP-18). (APN: 8383-010-037)

RECOMMENDATION: Staff recommends that the Development Plan Review Board approve DPRB 25-02, subject to the attached Conditions of Approval in Attachment 1.

OTHER BUSINESS

ORAL COMMUNICATIONS

(Members of the audience are invited to address the Board on any item not on the agenda. Under the provisions of the Brown Act, the Board is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

ADJOURNMENT



Notice Regarding Americans with Disabilities Act: In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk's Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Copies of documents distributed for the meeting are available in alternative formats upon request. Any writings or documents provided to the Development Plan Review Board regarding any item on this agenda will be made available for public review Monday through Thursday 7:30 a.m. to 5:30 p.m. and on Fridays from 7:30 a.m. to 4:30 p.m. in the Planning Division. In addition, most documents are posted on the City's website at www.sandimasca.gov.

If you are unable to attend, you may submit comments via email to planning@sandimasca.gov or call (909) 394-6250 no later than Wednesday, May 21, 2025 at 1:30 p.m.

<u>Posting Statement:</u> I declare under penalty of perjury that on Thursday, May 15, 2025 I posted a true and correct copy of this agenda on the bulletin board in the Civic Center Plaza of City Hall at 245 E. Bonita Ave., San Dimas Library 145 N. Walnut Ave., San Dimas Post Office 300 E. Bonita Ave., Von's Via Verde Shopping Center 1160 Via Verde Ave., and on the City's website https://sandimasca.gov/departments/administration/city_clerk/agendas_minutes.php as required by law.

Kimberly Neustice

May 14, 2025

Kimberly Neustice, Senior Management Analyst

DEVELOPMENT PLAN REVIEW BOARD MINUTES

April 24, 2025 AT 8:30 AM 245 EAST BONITA AVENUE COUNCIL CHAMBER CONFERENCE ROOM

BOARD MEMBERS PRESENT

David Bratt, Planning Commission
Brad McKinney, City Manager
Shari Garwick, Director of Public Works
Garrett Tarango, Building Manager (substitute for Luis Torrico)

ABSENT

Scott Dilly, Chamber of Commerce

STAFF PRESENT

Marco Espinoza, Planning Manager Anne Moore, Senior Planner Yasmin Dabbous, Assistant Planner Taylor Galindo, Assistant Planner Kimberly Neustice, Senior Management Analyst

CALL TO ORDER

David Bratt called the regular meeting of the Developmental Plan Review Board to order at 8:33 a.m. so as to conduct regular business in the Council Chamber Conference Room.

APPROVAL OF MINUTES

- 1. Approved January 9, 2025 minutes.
- 2. Approved January 23, 2025 minutes.

Moved by *Director of Public Works Garwick, seconded by City Manager McKinney* to approve the January 9, 2025 and January 23, 2025 Development Plan Review Board minutes. Motion carried 4-0-1 (Dilley absent).

DPRB ITEMS

DPRB 1. DPRB 24-14 and Tree Permit 24-28; PROJ 24-57

The Applicant, Timothy Sales, on behalf of RC Homes, is requesting approval to construct 37 detached two-story single-family residences with the associated removal of 40 mature trees and the demolition of one historic residence located at 901 W. Covina Boulevard within the Single-Family 8000 zone. (APN: 8385-006-027). The DPRB will only consider the architectural and site plan, the tree removal, and demolition of the historic structure for the project. The tentative tract

map will be considered by the Planning Commission and City Council at a future meeting to be noticed as required.

Senior Planner Moore presented the staff report and recommended the Board recommend approval of DPRB 24-14 and TP 24-28; PROJ 24-57 to the Planning Commission.

Director of Public Works Garwick is concerned about right-of-way widths which is thirty-four foot paved with a four-foot sidewalk which makes it thirty-eight feet total.

City Manager McKinney asked if the applicant can just get anything waived because they are meeting the low-income requirements for the project, or do they at least have to follow Building Code.

Planning Manager Espinoza stated that his understanding is that they are asking for these concessions to build the project but if we don't allow these concessions it makes the project unfeasible. It was up to the developer to prove that they can ask for the waivers but we were told that it's the City's responsibility to prove that the project wouldn't work with these waivers.

City Manager McKinney stated that if the developer loses a unit or two they might not be making as big of a profit but they will still be making a profit. It seems like the developer can do whatever they want with waivers and concessions as long as the project meets Building Code requirements.

Representative for RC Homes, Matthew Livingston stated that the main reason waivers or concessions could be denied is for health and safety.

Building Manager Tarango stated that Building Code requirements cannot be waived.

Mr. Livingston stated that he feels this is a good project for the area and the community. It fits in with the existing uses in the area and a lot more people are interested in these cluster homes.

Planning Manager Espinoza stated that another aspect of the law protecting the developer is that they have to meet current design standards. For example, if our code doesn't call for more aesthetic brick features on the exterior then staff can't ask for more brick and even if the code did state a certain amount of brick features is required, the developer could possibly request a waiver from that standard as well. Staff can try to work with the developer to change some of the materials, but if the developer doesn't want to, the City's hands are tied because of the laws put in place by the State.

Director of Public Works Garwick stated that it looks like they are removing about forty Oak trees from the site with zero replacement of the Oaks. She would like to ask for some of the new trees to be Oak trees to keep the characteristics of the area.

Planning Manager Espinoza stated that maybe the replacement Oak trees can be planted along Covina because they are too big to put on or next to the individual lots.

Mr. Livingston stated that they don't typically finish backyards and that's up to the homeowner to landscape the back yard but on this project they did say they would plant trees along the wall abutting to the mobile home park on the east which they wouldn't usually do for a development.

Mr. Bratt asked the developer if they will have a Homeowner Association and what will they be responsible for.

Mr. Livingston stated that there will be an HOA for this development and they will be responsible for the maintenance of the street, landscaped areas, water infiltration systems and the detention basins.

Mr. Bratt asked what the procedure will be for the sale of the low-income units.

Mr. Livingston stated they have a process to determine what low-income is. There's a formula of 80% of AMI and they allocate that 30% of a person's income should be spent towards housing. There is a process where they have to publicly market the units and establish an interest list and the finance company will start vetting the list to make sure that the applicant meets the criteria which narrows the field as to the people who meet the income requirements.

Planning Manager Espinoza stated that these units must remain low-income for fifty years so if someone who bought the low-income unit were to sell it, they would have to sell it to another low-income family.

Mr. Bratt asked if these units will be able to count towards our RHNA numbers even if the site isn't identified in our Housing Element.

Planning Manager Espinoza stated that they will count.

Mr. Bratt stated that he believes the State was very short sited when developing these laws especially when it comes to parking. There's no off-street parking within the site and you would have to go across the street to the high school or next door to the church for additional parking. Everyone needs to recognize that the parking here is very short of what is expected.

Director of Public Works Garwick stated that will affect the price of the house, people with three or more cars would have to realize that this isn't the home for them. This will be extremely limiting for the sale of the homes.

Mr. Livingston stated that when it comes to the parking they typically try to target about two and a half parking spots per house. They have been sensitive to the issue of parking and they feel that this development has a good amount of parking compared to other projects they have done. They are at a ratio of 3.7 parking spaces per house so if someone has four cars then this might not be the home for them. They would hope that owners use the garages for parking but it is hard to enforce that requirement. They were surprised to see Condition 13 regarding the walls between the units. They proposed vinyl fencing because it's a lighter feeling and they prefer the vinyl as opposed to a brick wall and they would like to move forward with their proposal of vinyl fencing. The wall that abuts the church is a fairly newly constructed retaining wall and this site is higher up than the church so they intend to reach out to the church to work with them on these back to back walls and filling the void between the walls with gravel or rock to keep rodents out or weeds from growing.

Planning Manager Espinoza stated that these are some issues that can be worked out during the plan check process.

Mr. Livingston stated that the wall that exists at the mobile home park is going to be evaluated by a structural engineer within the next few days. If they need to build a new wall, they would look at removing the existing wall. He also stated that the residents of the mobile home park were

excited to hear that the developer would be installing a sidewalk along Covina as right now there is not one.

Planning Manager Espinoza clarified that the City would prefer block walls between units instead of vinyl fencing because block walls will last longer and require less maintenance. Typically, vinyl fences deteriorate in about ten years but block walls last much longer.

Director of Public Works Garwick stated that one of the concerns the residents at the meeting with the mobile home park brought up was the noise from the A/C units. Was this concern looked into?

Senior Planner Moore stated that typically units these days have a set decibel level so staff will be looking at the decibel level of the proposed units during plan check.

Building Manager Tarango stated that they will probably compare the decibel level of the A/C units to that of the noise of the train. He also stated that with the minimal setbacks it might be hard to relocate the A/C units and ensure there is adequate space to maintain some of the units depending on their size.

Senior Planner Moore stated that the applicant is working with Metro regarding the sound wall that will abut up to the railroad line and will vary anywhere from feet to twelve high to help mitigate the sound of the train

Mr. Livingston stated that the reason for the twelve-foot wall was because Metro wanted them to build the wall high enough to protect the first floor of the homes.

Director of Public Works Garwick asked to look at the condition for the tree replacement to include at least six oaks along Covina to retain the character of the area.

Senior Planner Moore stated that the applicant's environmental consultant reached out to staff and requested a condition be added to comply with the Migratory Bird Treaty Act to ensure construction does not occur during nesting bird season.

Motion:

City Manager McKinney moved to recommend approval of DPRB 24-14; PROJ 24-57of with the following modifications:

- Include at least six oak trees to be planted along Covina Boulevard in the tree replacement plan.
- Add a condition that pre-construction surveys are to be done prior to bird nesting season.

Motion seconded by Director of Public Works Garwick.

Motion carried 3-0-1-1 Dilley absent, Bratt abstained

ORAL COMMUNICATIONS

No communications were made.

ADJOURNMENT

There being no further business the meeting was adjourned at 9:27 a.m. to the meeting of May 8, 2025.

David Bratt, Chairman Development Plan Review Board

ATTEST:

Kimberly Neustice Senior Management Analyst

Approved: May 22, 2025



Agenda Item Staff Report

To: Development Plan Review Board

For the Meeting of May 22, 2025

From: Marco Espinoza, Planning Manager

Prepared by: Byron Luk, Planning Intern

Subject: DPRB 25-02; ACCELA PROJ-25-16 A request to approve the unpermitted

window graphics on the east and south façade of the Wells Fargo Bank building located at 925 W. Arrow Highway, within Specific Plan 18 (SP-18).

(APN: 8383-010-037)

RECOMMENDATION

Staff recommends that the Development Plan Review Board approve DPRB 25-02, subject to the attached Conditions of Approval in Attachment 1.

GOVERNMENT CODE §84308 APPLIES:

https://leginfo.legislature.ca.gov Yes

BACKGROUND

The applicant, Ryan Ybarra, on behalf of Wells Fargo Bank, is requesting approval of the unpermitted window graphics on the bank's storefront, consisting of 11 vinyl window graphics and six (6) brand identification signs on the south and east elevation of the building. The window graphics are part of Well Fargo Bank's national rebranding. The subject site is located at 925 W. Arrow Highway within the San Dimas Plaza Shopping Center and situated north of W. Arrow Highway, east of N. Lone Hill Avenue, and west of S. Maimone Avenue and the State Route 57 Freeway (Figure 1).

On August 12, 2024, the contractor for Wells Fargo Bank submitted plans for three (3) new illuminated wall signs, refacing one (1) ground sign, and installing one (1) new parking plaque. After undergoing the standard plan check process, their permit BD2431868 was issued on October 28, 2024.

In late November of 2024, the sign contractors called the Planning Department to schedule a Planning inspection for the sings, a prerequisite to scheduling a final Building inspection. Planning Staff conducted a site visit on November 26, 2024, and noticed that in addition to the original

scope of work, there were also the unpermitted installation of 11 window graphics and six (6) brand ID signs which were not part of the original scope of work.



Figure 1- Aerial View showing San Dimas Plaza Shopping Center and Wells Fargo Bank in Red

DISCUSSION/ANALYSIS

The existing Wells Fargo Bank building is located at the southeast entrance of the San Dimas Plaza Shopping Center, which also includes IHOP, Smart & Final grocery store, T.J. Maxx, Dollar Tree, and other commercial businesses (Figure 1).

The installed window graphics and accessory signage in question are installed only on the southern and eastern facades of the Wells Fargo building exterior. Nine (9) of the vinyl window spark graphics and five (5) of the brand identification signs have been installed on the southern façade, which faces the arterial six lane road of W. Arrow Highway (Figure 7). The eastern façade of the commercial building faces the parking lot directly outside of the business' entrance, and features two (2) vinyl window spark graphics and one (1) brand identification sign (Figure 9).

The San Dimas Municipal Code (SDMC) Section 18.152.164 B.1. specifies that the total area of all window signs must be less than 35% of the total window area, and each window cannot "exceed fifty percent coverage in window signs."

Section C. of the same Code Section in the Sign Ordinance stipulates that "window graphic signs may be permitted by the Development Plan Review Board and may exceed the fifty percent coverage standard where the Board finds and determines that the window graphic signs exhibit a unique artistic characteristic", subject to approval from the Development Plan Review Board (DPRB) and any conditions established.

The 11 spark vinyl window graphics range in size from 13.67 square feet to 14.45 square feet, and in total cover 154.83 square feet. Each of the spark vinyl window graphics covers approximately 49% of each of the 11 windows that it covers. Additionally, these spark graphics do not primarily serve a commercial purpose and do not identify a product or service, therefore requires approval from the Development Plan Review Board. The window graphics serve a primarily privacy purpose for the financial business, and consist of three (3) layers placed on top

of the exterior of the glass window: diffuser vinyl, a graphic print, and a matte overlaminate (Figure 2).

Each of the six (6) brand identification window graphics are 0.66 square feet in sign area, with a total signage area of 3.95 square feet (Figure 5). Under the City of San Dimas Sign Ordinance, these brand identification window graphics can be categorized as a permanent window sign, as it does not exceed 10% of the window area, and its main purpose is for business identification as it spells out the business name in capital lettering. On their own, these window signs would have been subject to the standard staff review and approval process. However, each of the six (6) brand identification window graphics are placed on windows that also include the spark vinyl window graphic, escalating the sign coverage of these six (6) windows past the 50% limit.

Staff recommends approval of the widow graphics of the bank storefront, with the understanding that many businesses face privacy and safety concerns, particularly financial services business that depend on privacy for their customers. Additionally, the installed design still leaves the top half of the windows unobstructed and only impacts two (2) window panels on the eastern elevation and façade.

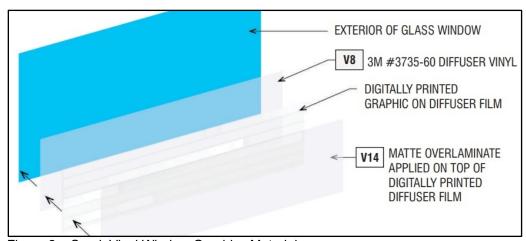


Figure 2 – Spark Vinyl Window Graphics Material



Figure 3 – Close Up Photo of Spark Vinyl Window Graphic



Figure $4 - 2^{\text{ND}}$ Close Up Photo of Spark Vinyl Window Graphic

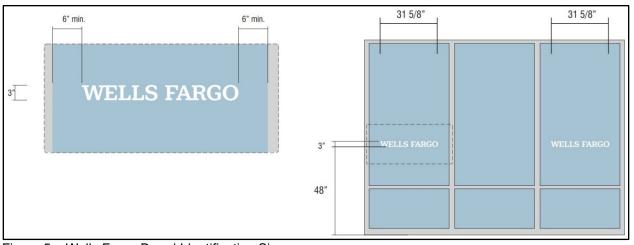


Figure 5 – Wells Fargo Brand Identification Signs



Figure 6 – Southern Elevation and Façade Before Graphics Installation, Facing Arrow Highway



Figure 7 – Southern Elevation and Façade After Graphics Installation, Facing Arrow Highway



Figure 8 - Eastern Elevation and Façade Before Graphics Installation, Facing Parking Lot



Figure 9 - Eastern Elevation and Façade After Graphics Installation, Facing Parking Lot

ALTERNATIVES

Staff had previously asked the applicant to submit multiple alternative designs in place of the spark window graphic to present multiple design choices, however no alternatives were submitted as this is the banks national rebranding design. If the Development Plan Review Board would like to review alternative design choices of window graphics, the Board can request that the applicant provide these alternatives and the project be moved to a later DPRB meeting.

ISSUES

There are no issues currently associated with the project.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,

Byron Luk

Byron Luk, Planning Intern

Attachments:

- 1. Conditions of Approval
- 2. Graphic Plans

ATTACHMENT 1

CONDITIONS OF APPROVAL

DPRB CASE 25-02 / PROJ-25-16

A request to approve the unpermitted exterior modification of the Wells Fargo Bank commercial storefront on the eastern and southern façade of the building located at 925 W. Arrow Highway, within Specific Plan 18 (SP-18). (APN: 8383-010-037)

PLANNING DIVISION - (909) 394-6250

GENERAL

- 1. The Applicant/Developer shall agree to defend at his sole expense any action brought against the City, its agents, officers or employees because of the issuance of such approval, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers or employees for any Court costs and attorney's fees which the City, its agents, officers or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve applicant of his obligations under this condition.
- The Applicant/Developer shall be responsible for any City Attorney costs incurred by the City for the project, including, but not limited to, consultations, and the preparation and/or review of legal documents. The applicant shall deposit funds with the City to cover these costs in an amount to be determined by the City.
- Copies of the signed Development Plan View Board (DPRB) approval letter and the Conditions of Approval shall be included on the plans (full size). The sheet(s) are for information only to all parties involved in the construction/grading activities and are not required to be wet sealed/stamped by a licensed Engineer/Architect.
- 4. The Applicant/Developer shall comply with all Zoning Ordinances applicable to the project/request.
- All Conditions are final unless appealed to the City Council within 14 days of the issuance of the Conditions in accordance with the provisions of Chapter 18.212 of the San Dimas Zoning Code.
- 6. The Applicant/Developer shall comply with all Conditions of Approval as approved by the Development Plan Review Board on May 22, 2025.
- 7. All window graphics shall be maintained in good condition and shall be replaced if significantly damaged.
- 8. All installed window graphics shall match the plans in design, size, and location as approved by the Development Plan Review Board.

END OF CONDITIONS

WELLS FARGO

BE # 105880 San Dimas Main 2024 RF 925 W Arrow Hwy San Dimas, CA 91773-2420 USA

Revision Notes:

Brand Book Approval:

LL Required Change(s):

Permit Change(s):



Google Map View

PROPOSED



Engineering:

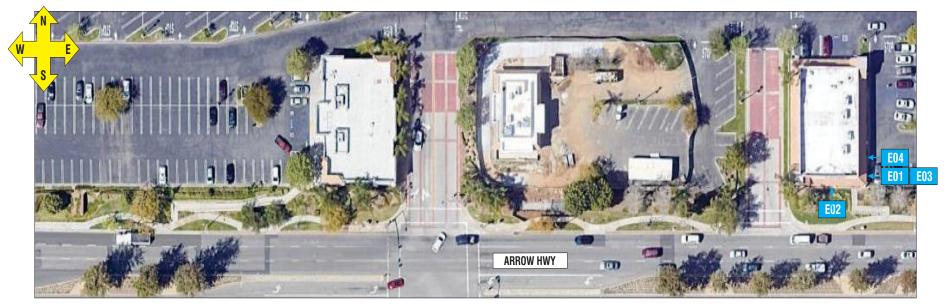
CODE GRID PENDING



Engineering:

SIGN LEGEND

SIGN #	EXISTING SIGN	SF	RECOMMENDED SIGN	SF	QTY
E01	NONE		WFPSG2-SF-SG-45	28.12	1
E02	NONE		WFPSG2-SF-SG-45	126.71	1
E03	NONE		WFR2-BID-WG	3.9534	6



SITE PLAN N.T.S.



4444 Federal Blvd San Diego, CA 92102 (619) 527-6100 signtech.com



PORTAL LINK: https://besigntoolbox.com/privacy-safety-storefront-spark-graphic-45

45 + 45 = 90 X 45 = 4,050 /.044 = 28.12 SQ FT

MANUFACTURE TWO (2) PRIVACY SPARK WINDOW GRAPHICS

WFPSG2-SF-SG-45

DIGITAL PRINT ON DIFFUSER TO BE ADHERED FIRST SURFACE TO GLASS WITH MATTE LAMINATE

Digital File Path:

S:\P\Design\2k25\W\Wells Fargo\TYPICALS\WFR2 - SPARKS PRIVACY - WINDOW GRAPHICS\~ARTWORK FOR DIGITAL PRINT\ WF 45 INCH SPARK 1ST SURFACE 45X448 ARTWORK FOR PORTAL.pdf

VINYL

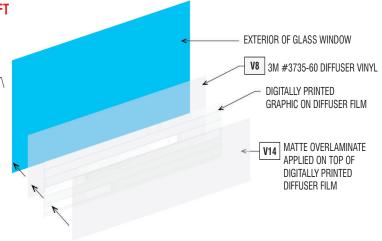
SIGNTYPE

FIRST SURFACE:

#3M 3735-60 DIFFUSER VINYL WITH DIRECT DIGITALLY PRINT USING WHITE INK

4444 Federal Blvd San Diego, CA 92102

CLEAR VINYL 3M 8520, MATTE OVERLAMINATE







PORTAL LINK: https://besigntoolbox.com/privacy-safety-storefront-spark-graphic-45

E02 SIGNTYPE WFPSG2-SF-SG-45 $46\frac{1}{4} + 46\frac{1}{4} +$

MANUFACTURE NINE (9) PRIVACY SPARK WINDOW GRAPHICS

DIGITAL PRINT ON DIFFUSER TO BE ADHERED FIRST SURFACE TO GLASS WITH MATTE LAMINATE

Digital File Path:

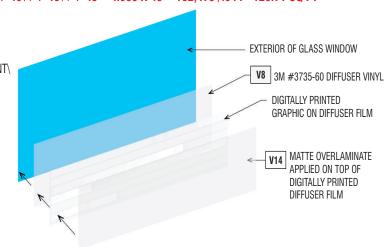
S:\P\Design\2k25\W\Wells Fargo\TYPICALS\WFR2 - SPARKS PRIVACY - WINDOW GRAPHICS\~ARTWORK FOR DIGITAL PRINT\ WF 45 INCH SPARK 1ST SURFACE 45X448 ARTWORK FOR PORTAL.pdf

VINYL

FIRST SURFACE:

#3M 3735-60 DIFFUSER VINYL WITH DIRECT DIGITALLY PRINT USING WHITE INK

LAMINATE:
CLEAR VINYL 3M 8520, MATTE OVERLAMINATE





Engineering:

PORTAL LINK: https://besigntoolbox.com/download/asset-type/?MTIxNg==&MzE2NQ==

SIGNTYPE

WFR2-BID-WG

EACH EQ FT .6589 X 6= 3.9534 SQ FT

SCALE: 3"=1'-0"

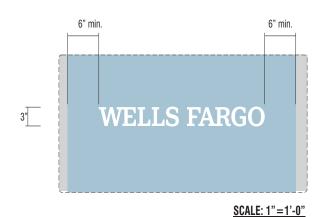
MANUFACTURE AND INSTALL SIX (6) BRAND ID WINDOW GRAPHICS

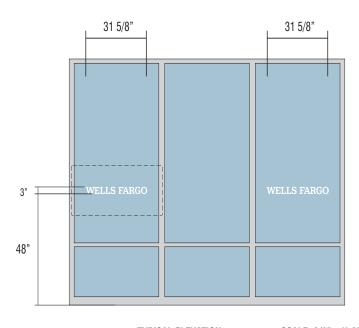
4444 Federal Blvd San Diego, CA 92102

VINYL

FIRST SURFACE:

OPAQUE VINYL, 3M 7725-10 SATIN MATTE WHITE





TYPICAL ELEVATION

SCALE: 3/8"=1'-0"



WELLS FARGO RETAIL 2

925 W Arrow Hwy San Dimas. CA 91773-2420 USA

Design: Mlozano **Engineering:**

project ID: WELLS FARGO 105880 2