

**MINUTES:** of the Minor Exception Permit Committee Meeting of the City of Redlands held Tuesday, October 25, 2016 at 9:00 a.m. are as follows:

**I. ATTENDANCE**

**PRESENT:** Conrad Guzkowski, Planning Commissioner  
Julie Rock, Planning Commissioner

**ABSENT:** Mark Berg, Building Official

**STAFF:** Sean Reilly, Associate Planner

**II. APPROVAL OF MINUTES**

A. None

**III. PUBLIC COMMENT PERIOD**

A. **Meeting Location:** 35 Cajon Street, Suite 20.  
**Meeting Time:** 9:00 A.M.

There were no comments presented.

**IV. NEW BUSINESS**

A. **Meeting Location:** 420 E. Stuart Avenue  
**Meeting Time:** 9:15 A.M.

**PUBLIC HEARING** to consider **Minor Exception Permit No. 541** for 420 E. Stuart Avenue, to install two-hundred and twelve feet (212') of six-foot (6') tall black tubular steel fence, two pilasters and gates within the ten-foot (10') front yard setback. The property is located within the SC (Service Commercial) District of Specific Plan 45 (Downtown Specific Plan). Pursuant to Section **18.168.020(B)** of the Redlands Municipal Code (RMC), "Fences and walls not to exceed three feet (3') in height shall be permitted within a required front yard area. **RMC Section 18.168.050** provides for the granting of minor exceptions to the fencing development standards.

**DISCUSSION:**

The Minor Exception Committee Members and project applicant discussed the proposal. There were no neighbors or other parties in attendance. Staff did not receive any letters or phone calls regarding the proposal. At the time of the meeting, portions of the proposed fence had been constructed without a permit. The Committee briefly examined the location of the newly placed fencing and proceeded to the church entry location. At the entry of the church, two columns had been constructed without permits. The Committee discussed the placement of the columns, and other options

for entry gate placement. The applicant expressed a need for a layer of security beyond the entry doors as they have had ongoing issues with transients. The possibility of adding an entry gate within the archway of the building entry was recommended by the Committee to maintain the exterior aesthetics of the church. Due to the layout and placement of the existing church doors, stairs and handrails, constructing gates in this location did not appear to be feasible.

The Committee then revisited the fence and entry gate location as proposed by the applicant. While this location appeared to be able to accommodate the columns and the gates as proposed, there were other potentially limiting factors and concerns regarding access to the stairs, clear space on either side of the columns and gate. In addition, concerns were raised about the possibility of the gate protruding into the right-of-way while opened.

Based on this discussion, the Committee approved the location of the fence subject to the approval of a detailed plan, and permit issuance.

**DECISION:** The Minor Exception Committee voted 2-0 to approve the applicant's proposal, subject to the following Conditions of Approval.

1. A building permit shall be acquired from the Development Services Department for all portions of the project prior to construction of any remaining portions of the project.
2. Prior to the issuance of a building permit, the applicant shall submit construction plans for review and approval of the Development Services Department, and the Municipal Utilities and Engineering Department. At a minimum, the plans shall incorporate the following items:
  - a. Exact location and placement of the entry gates. Gate opening must be place in the center of the columns.
  - b. Obtain permits for the existing fence and columns
  - c. Details of the gate's swing into the right away must be shown on the project plans. Plans must indicate how far the gates will swing into the right-of-way while opening and in the open condition.
  - d. Plans must detail the distances between the columns at the church entry and the stairs.
  - e. Plans must show the existing hand rails on the stairs.
  - f. Additional details may be required during the permit review process.

## V. ADJOURNMENT

Sean Reilly  
Associate Planner  
City of Redlands

**NOTICE:** The Minor Exception Permit Committee visited the above referenced properties and made a determination on the request(s). If one wished to appeal a decision, said appeal must have been submitted within ten days (Section 18.168.100) from date of the decision or by **November 4, 2016**. A formal appeal, with the appropriate submittal fee, must have been submitted to this Development Services Department within this time frame. If no appeals are received within these ten days, the decision of the Minor Exception Committee becomes final.