

5.0 Administration

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5.1 REVIEW PROCESS

The first step in conceptual urban design of the Planning Areas within the R. H. Wagner Properties Specific Plan is adoption of the design guidelines, development standards, and infrastructure requirements of this Specific Plan, which are to be compatible with those of the Ontario Center Specific Plan. Subsequent site plan review will establish the actual land use, location, and size of the individual buildings and complexes. Tentative tract and parcel maps, final maps, construction drawings, and final landscape and irrigation plans will be submitted for review and approval by the City of Ontario, prior to issuance of building permits.

5.1.1 Specific Plan Review

The Specific Plan is a master plan of development and performance standards. In accordance with the California Government Code, this document identifies the allowable land uses and establishes minimum development standards.

The Specific Plan is reviewed by the Development Advisory Board, reviewed by the City of Ontario Planning Commission, and approved by the City Council. Once adopted, the R. H. Wagner Properties Specific Plan forms the legal framework for the evaluation of development applications.

5.1.2 Planning Area Plan Review

A Planning Area Plan shall be prepared for **all** Planning Areas ~~1 and 1A~~ of the R. H. Wagner Properties Specific Plan, facilitating comprehensive development of ~~Urban Residential uses within this area~~ of the Specific Plan.

In lieu of preparing a Planning Area Plan for ~~Planning Areas 1 and 1A~~, the developer may submit detailed drawings to the satisfaction of the Development Advisory Board and Planning Commission. The drawings should address but not be limited to Site Plan, detailed elevations, landscaping details and proposed land use interface treatments.

If a Planning Area Plan is prepared it should address:

- a. Proposed Uses
- b. Conceptual location(s) and orientation of Structures, Parking Areas, Common Open Areas and Landscaping
- c. Proposed Parcel Lines
- d. Provision of Parking
- d. Planning Area Access and Circulation
- e. Perimeter Landscaping of the Planning Area and Conceptual Landscape Edge Treatment of the Planning Area's Fourth Street and Haven Avenue Frontages
- f. Architectural Concepts and Guidelines
- g. Relationship of Planning Areas 1 and 1A to Vicinity Land Uses

The Planning Area Plan shall be reviewed and approved by the Development Advisory Board (DAB) prior to any parcel or tract map or development plan for any site ~~within Planning Areas 1 and 1A~~. The Planning Commission has the option of calling up any DAB Planning Area Plan approval at a regularly scheduled meeting.

5.1.3 Site Plan Review

Site plans shall be prepared prior to development within any of the Specific Plan Planning Areas.

Site Plans shall contain the following:

- a. The location and configuration of common areas
- b. All buildings and structures, including proposed location, size, and height
- c. Open space and distance between buildings
- d. Perimeter walls and fences to include location, height, and materials
- e. Off-street parking to include location, number of spaces (regular and compact), dimensions of parking area and internal circulation pattern
- f. Pedestrian, bicycle, vehicular and service circulation, including points of ingress and egress to the site
- g. Loading areas to include location, number of spaces, and internal circulation
- h. An identified theme, including streetscape plans and freeway edge treatment
- i. The location and general nature of outdoor lighting fixtures
- j. An architectural program

- k. Signing guidelines supplementary to The Ontario Center regulations so as to insure compatibility with the design theme(s) of the Planning Area
- l. Energy resource management measures
- m. Any other information deemed necessary by the City Planner and/or by the City Engineer

All site plans shall be subject to the review and approval of the Development Advisory Board of the City of Ontario. The Planning Commission has the option to call any Development Advisory Board approved site plan for a non-public hearing review at a regularly scheduled meeting.

5.1.4 Tract Map Review

Tentative tract maps will be reviewed for approval by the Development Advisory Board and then by the Planning Commission at a public hearing. Final maps will be reviewed by the City Council.

5.1.5 Amendment Process

The following procedure, as outlined in California Government Code Section 65453, is required when adoption of an amendment to a Specific Plan is desired.

An application, with any necessary supporting documentation, along with the required fee, shall be submitted to the Planning Department. An application shall include a statement identifying in detail the reasons for the proposed amendment.

Before taking an action on a proposed amendment of the Specific Plan, the Planning Commission must hold at least one public hearing. Notice for this hearing shall be given at least 10 days in advance and must be published at least once in a newspaper of general

circulation, and by any other manner as considered desirable or as may be required by law. Any Planning Commission hearing on a proposed amendment may be continued from time to time. The recommendation of an amendment to the Specific Plan shall be approved by a resolution carried by a majority of the total voting members of the Planning Commission. A copy of the Planning Commission resolution along with reasons for approval of the amendment must be forwarded to the City Council.

The City Council may adopt the Specific Plan amendment by ordinance or resolution. However, before adoption, the City Council must hold at least one public hearing. Notice must be given for the public hearing at least 10 days in advance with publication in a newspaper, as outlined above. Any City Council hearing on a proposed amendment may be continued from time to time. Any subsequent changes proposed by the City Council on the Specific Plan amendment under consideration must be referred back to the Planning Commission for a report. Once the report is completed, it must be filed with the City Council. The Planning Commission must file the report within 40 days (or such longer period that has been previously designated by the Council). Failure of the Planning Commission to report back within the prescribed period of time shall be considered automatic approval by the Planning Commission. The Planning Commission need hold no public hearing in this situation.

At any time, an amendment to a Specific Plan may be initiated by the City Council or recommended to the City Council by the Planning Commission. However, the amendment recommendation must be referred to the Planning Commission for a report, as outlined above. Before making a report, in this situation, the Planning Commission must hold at least one public hearing. The Planning Commission shall then report back to the City Council with its recommendation within 40 days or such longer period as has been previously designated. Before adopting the amendment, the City Council shall hold at least one public hearing for which notice shall be given, as outlined above.