

## **7.0 ADMINISTRATION**

### **7.1 Introduction**

This Specific Plan implements a three-phase land use planning program. The three phases consist of:

Phase I                      Specific Plan, incorporating development standards and technical studies.

Phase II                     Planning Area Plans

Phase III                    Site Development Plans; Parcel/Tract Maps

### **7.2 Phase I - Specific Plan**

The Specific Plan consists of the illustrative plan depicting a general arrangement of land uses and intensities. It is not intended that this Specific Plan determine lot design configuration, precise alignment of circulation facilities, or exact intensity of development to be permitted. These items are to be refined during Phases II and III. Precise land use configurations and the location and intensity of individual development plans are subject to the satisfactory completion of the Planning Area Plans and the Site Development Plan Review (Phases II and III). Ultimate development will be in substantial compliance with the exhibits included in the Specific Plan.

### **7.3 Phase II - Planning Area Plans**

A Planning Area Plan shall be prepared for each of the ~~twenty-one (21)~~ sixteen (16) Planning Areas shown on Exhibit 3-3 (p. 19). Planning areas may be combined for purposes of preparing and reviewing Planning Area Plans. This Plan is to function as a master site plan, showing the total ultimate configuration for a series of contiguous, interrelated developments which may be built in phases.

**Each Planning Area Plan shall address:**

- 7.3.1 Specific uses proposed.**
- 7.3.2 Location, square footage, and height of buildings and/or number of residential units - (i.e., development intensity which must be consistent with Sewer and Water plans contained in the Specific Plan).**
- 7.3.3 Proposed parcel lines.**
- 7.3.4 Parking (documentation supporting shared parking, if requested, shall be provided per procedure outlined in Section 4.1.2). 4.1.6.3).**
- 7.3.5 Roadways and access points.**
- 7.3.6 Location (and square footage where appropriate) of public facilities and open space - e.g., transit bays, pedestrian walkways, plaza areas and street furniture.**
- 7.3.7 Site coverage, per standards of Section 4.**
- 7.3.8 Conceptual landscape plan including detail of plaza and open space designs.**
- 7.3.9 General architectural concepts of the proposed buildings.**
- 7.3.10 Relationship to other previously approved, adjacent Planning Area Plans.**

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

Submittal of subsequent development plans or parcel and tract maps for sites within the Planning Area must be consistent with the Planning Area Plan. Amendments to the Planning Area must be reviewed and approved by the Development Advisory Board and may be called up for review by the Planning Commission. Certain circumstances may dictate revisions to the Planning Area Plans.

In the event that a Site Development Plan encompasses an entire Planning Area, there shall be no need for the preparation of a Planning Area Plan.

#### **7.4 Phase III - Site Development Plans**

All proposed development for the subject area shall require approval of a Site Development Plan. Site plans shall be consistent with the Planning Area Plan approved for each area. Applications shall conform to the requirements specified by the City Planning Department.

Phase III approvals shall be as follows:

- 7.4.1 DAB shall review and approve all applications for commercial, industrial, or residential development and all subdivision maps. Development monitoring reports for traffic, drainage, water and sewer shall be submitted with applications for development review. A preliminary energy checklist shall also be submitted. (See Appendices.)
- 7.4.2 Planning Commission shall review and approve all residential projects greater than three (3) units, all conditional use permits and variances, and all subdivision maps.
- 7.4.3 The Planning Commission has the option to call up any DAB site plan approval for a review at a regularly scheduled meeting. Final maps are subject to approval by the City Council.

## **7.5 Permit Requirements and Review Procedures**

### **7.5.1 Sign Permits Required**

A permit shall be required by the City of Ontario prior to the placing, erecting, moving, reconstructing, altering, or displaying of any sign within The Ontario Center, unless expressly exempted by this sign program. All signs to be installed within The Ontario Center shall comply with the provisions of this Planned Sign Program. Permits shall be obtained subsequent to review and approval by The Ontario Center Development Standards Committee.

### **7.5.2 Development Standards Committee**

A Development Standards Committee will be established pursuant to applicable CC&Rs to fulfill the following responsibilities:

- (A) Interpretation and implementation of The Ontario Center Planned Sign Program.
- (B) Review of sign submittals and issuance of approvals prior to submittal to the City of Ontario for approval and permit.
- (C) Inspection to ensure compliance to the sign standards as set forth in this document.

### **7.5.3 Property Owners Association**

A Property Owners Association is established pursuant to the Center's CC&Rs and shall pursue such legal remedies as are available in instances of non-compliance.

#### **7.5.4 Design Review and Approval Procedures**

All commercial, office/industrial, and residential signage within The Ontario Center development are subject to the following policies and procedures:

- (A) No exterior sign, awning or banner, or interior illuminated sign visible from off-site shall be erected or altered in The Ontario Center until the design and specification have been approved by the Development Standards Committee. All signing must then be submitted to the City of Ontario Planning Department for approval and to the Building Department for applicable permits prior to sign erection.
- (B) Prior to the signing of a binding contract for construction of signs, it is required that all proposed signage go through a preliminary and final review by the Development Standards Committee. The preliminary review will require the submittal of three (3) copies of the sign plan to scale showing the proposed copy and description of the total sign design to include: location, size, layout, method of illumination, color and materials. If signs are to be wall-mounted, materials of the building elevation on which the sign is to be located should be included.
- (C) Based upon the Development Standards Committee's preliminary review comments, submittals should be modified as requested and resubmitted with three (3) final sets of detail drawings. All submittals should be addressed to:

The Ontario Center  
Development Standards Committee  
Planned Sign Program

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- (D) Owner/Occupant is hereby notified that The Ontario Center Planned Sign Program is on file with the City of Ontario.
- (E) After approval by the Development Standards Committee, all documents shall be submitted by the sign's owner to the City of Ontario Planning and Building Department for permits. If any changes are requested in the Development Standards Committee approved sign plans by the City of Ontario, the Owner shall resubmit revised plans to the Development Standards Committee for approval before obtaining necessary permits.
- (F) All permits and fees for signs and their installation shall be obtained and paid for by the Owner/Occupant or his representative.
- (G) Owner/Occupant shall be responsible for the fulfillment of all requirements and specifications of this document and any appropriate City Code.

#### **7.5.5 Standard Sign Program Applications**

All applications for sign approvals and permits should be filed under the standard sign program category unless a project qualifies under the provisions of a Comprehensive Sign Program.

#### **7.5.6 Comprehensive Sign Program Applications**

Application under the provisions of a Comprehensive Sign Program shall be at the option of the application if the site meets both of the following conditions:

- (A) Five (5) acre minimum gross site area.
- (B) Five (5) or more activities.

**7.5.6.1**      A Comprehensive Sign Program may be approved if the Development Standards Committee and the City of Ontario find that the proposed signing:

(A)    Is consistent with the intent of this document and the Specific Plan for The Ontario Center.

(B)    Meets the minimum design standard established for that land use.

(C)    Is in harmony with and visually related to:

(1)    Other signs included in the Comprehensive Sign Program.      This shall be accomplished by incorporating several common design elements such as materials, letter style, colors, illumination, sign type, or sign shape.

(2)    Approval of a Comprehensive Sign Program shall not adversely affect surrounding land uses or obscure adjacent conforming signs.

(D)    Complies with all the provisions of this document, except with regards to:

(1)    Allocated sign area authorized.

(2)    Number of signs allowed.

(3)    Location of signs.

## **7.6 Appeals**

An appeal from any determination, decision, or requirement of staff, DAB, or Planning Commission shall conform to the appeal procedures established by Section 9-3.3400 of the Ontario Municipal Code.