



CITY OF ONTARIO  
**ZONING ADMINISTRATOR**  
AGENDA

December 18, 2023

Ontario City Council Chambers, 2 PM  
303 East "B" Street, Ontario

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All documents for public review are on file with the Planning Department located at City Hall, 303 East "B" Street, Ontario, CA 91764 and on the City website at [www.ontarioca.gov/agendas/zoning](http://www.ontarioca.gov/agendas/zoning)

**PUBLIC HEARINGS**

- A. **ENVIRONMENTAL ASSESSMENT AND CONDITIONAL USE PERMIT REVIEW FOR FILE NO. PCUP23-012:** A public hearing to consider a Conditional Use Permit to establish a tow service with outdoor vehicle storage (Certified Towing, Inc.) on 1.5 acres of land, located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district. The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1, Existing Facilities) of the CEQA Guidelines. The proposed project is located within the Airport Influence Area of Ontario International Airport and was evaluated and found to be consistent with the policies and criteria of the Ontario International Airport Land Use Compatibility Plan; (APN: 1049-181-10) **submitted by Certified Towing, Inc.**

If you wish to appeal a decision of the Zoning Administrator, you must do so within ten (10) days of the Zoning Administrator action. Please contact the Planning Department for information regarding the appeal process.

If you challenge any action of the Zoning Administrator in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or written correspondence delivered to the Zoning Administrator at, or prior to, the public hearing.

I, Angie Alvarez Cruz, Office Specialist of the City of Ontario, or my designee, hereby certify that a true, accurate copy of the foregoing agenda was posted on or before **December 14, 2023**, at least 72 hours prior to the meeting per Government Code Section 54954.2 at 303 East "B" Street, Ontario.

Office Specialist



# ZONING ADMINISTRATOR DECISION: CONDITIONAL USE PERMIT

December 18, 2023

303 East B Street, Ontario, California 91764 Phone: 909.395.2036 / Fax: 909.395.2420

**DECISION NO.:** [insert #]

**FILE NO.:** PCUP23-012

**DESCRIPTION:** A public hearing to consider a Conditional Use Permit to establish a tow service with outdoor vehicle storage (Certified Towing, Inc.) on 1.5 acres of land, located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district; (APN: 1049-181-10) **submitted by Certified Towing, Inc.**

## PART 1: BACKGROUND & ANALYSIS

CERTIFIED TOWING, INC., (herein after referred to as "Applicant") has filed an application requesting approval of a Conditional Use Permit, File No. PCUP23-012, as described in the subject of this Decision (herein after referred to as "Application" or "Project").

**PROJECT SETTING:** The Project site is comprised of 1.5 acres of land located at 1060 East Ontario Boulevard, and is depicted in *Exhibit A: Aerial Photograph*, attached. Existing land uses, General Plan, and zoning designations surrounding the project site are as follows:

	<b>Existing Land Use</b>	<b>General Plan Designation</b>	<b>Zoning Designation</b>	<b>Specific Plan Land Use</b>
Site:	Truck Repair	IND (Industrial)	IG (General Industrial)	n/a
North:	Union Pacific Railroad	Rail	RC (Rail Corridor)	n/a
South:	Vacant and AKD Commercial Tire, Inc. (Wholesale)	IND (Industrial)	IG (General Industrial)	n/a
East:	Klein Products, Inc. (Manufacturer)	IND (Industrial)	IG (General Industrial)	n/a
West:	Fleet RV and Boat Storage (Warehousing)	IND (Industrial)	IG (General Industrial)	n/a

### PROJECT ANALYSIS:

Prepared: JA – 11/30/2023	Reviewed: DE 12/08/2023
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(1) Background— The Project site was constructed in 2007 with a 17,712 square foot industrial building that was previously occupied by OnSite Truck and Equipment Repair, a full-service truck and tractor-trailer repair and maintenance business.

On September 12, 2023, the Applicant (Certified Towing, Inc.) submitted a Conditional Use Permit (File No. PCUP23-012) to establish a tow service with outdoor vehicle storage at the Project Site. Certified Towing has been in business for over 25 years and has contracts with California Highway Patrol and the cities of Ontario, Rancho Cucamonga, Fontana, and Riverside. Their tow services generally include towing vehicles for general impound, from accident sites, and for the storage of police seized vehicles. Certified Towing is currently located at 1135 East State Street within the City of Ontario. The City of Ontario currently has an active contract with Certified Towing to perform towing services and vehicle storage for the Ontario Police Department.

On June 6, 2002, the Zoning Administrator approved a Conditional Use Permit (File No. PCUP02-020) for Certified Towing to establish a tow service and vehicle storage operation at 1135 East State Street. Certified Towing has been operating at the location under the approved CUP since 2002. However, in March 2023, the City of Ontario purchased the property at 1135 East State Street to accommodate a future industrial development that is consistent with the Ontario International Airport Land Use Compatibility Plan. Since acquiring the property, the City of Ontario has worked with the Applicant to relocate their business to the proposed location at 1060 East Ontario Boulevard, which requires the approval of a new Conditional Use Permit.

(2) Proposed Site Plan/Use/Operation— The Project site is developed with a 17,712 square foot industrial building located within the northwest portion of the Project site. The office is located at the northeast corner of the building, with the entrance facing east towards the parking lot. Parking for employees and customers is located on the northeast corner of the Project site and the screened outdoor storage area occupies the southern half of the site. The outdoor storage area is screened by an 8-foot-high tilt-up screen wall and accessed from the northeast parking lot (see Exhibit B — Site Plan and Floor Plan, attached).

The applicant proposes to utilize 16,513 square feet of the existing building for evidence storage of police seized vehicles (10,563 square feet) and indoor tow truck parking (5,950 square feet) for up to 12 tow truck vehicles. The remaining 1,199 square feet of the building will be utilized for a customer lobby, offices, dispatch, storage rooms, and restrooms (see Exhibit B — Site Plan and Floor Plan, attached). The evidence storage area will serve as a staging and storage area of non-operable vehicles that were involved in accidents or crimes for the Police Department. The evidence storage and indoor tow truck parking area will be accessed by three roll-up doors (12-foot by 14-foot) and pedestrian doors located on the south and east elevations.

The outdoor storage yard is 36,477 square feet in size. The Applicant is proposing to store tractor truck trailers along the eastern portion of the site (150 feet deep by 20 feet wide) and utilize the area south of the building (200 feet wide by 150 feet deep) for standard

vehicle storage (see Exhibit B — Site Plan and Floor Plan, attached). The areas directly east and south of the building within the storage yard will be utilized for tow truck staging/unloading and vehicle building access.

The Applicant is proposing to maintain their current business model and operate 24 hours daily, on an “on-call” rotational basis with different cities and law enforcement agencies for tow services. During daytime operations the drivers will be dispatched from the Project site or the field. During nighttime operations the on-call drivers are dispatched from the field and only enter the Project site to unload vehicles. Impounded vehicles may be picked up by the public during the proposed business office hours from 8:00 AM to 5:00 PM Monday through Friday, excluding holidays. Approximately 10 full-time employees and 2 part-time employees will staff the facility daily.

(3) Parking — The Project has provided off-street parking pursuant to the “Motor Vehicle Storage” and “General Business Office” parking standards specified in the Development Code. The number of off-street parking spaces provided exceeds the minimum parking requirement for the Project. The off-street parking calculations for the Project are summarized in the following table:

<b>Parking Summary Table</b>				
<b>Type of Use</b>	<b>Building Area</b>	<b>Parking Ratio</b>	<b>Spaces Required</b>	<b>Spaces Provided</b>
Motor Vehicle Storage	16,512 SF (indoor) and 36,477 SF (outdoor)	0.1 space per 1,000 SF (0.0001/SF) of GFA	5	12
General Business Office	1,200 SF	4 spaces per 1,000 SF (0.004/SF) of GFA	5	
<b>TOTAL</b>			<b>10</b>	<b>12</b>

(4) Land Use Compatibility — The Conditional Use Permit review is required to ensure that the proposed use will be operated in a manner consistent with all local regulations and to ensure that the use will not be detrimental to the public health, safety, or welfare, or materially injurious to uses, properties or improvements in the vicinity. Pursuant to the Ontario Development Code, a Conditional Use Permit is required to establish an outdoor automobile storage yard within the IG (General Industrial) zoning district. Certified Towing, Inc. has been operating from their current location since June 2002. The current operation has no outstanding Building or Code Enforcement activity. The surrounding uses will not be exposed to any impacts beyond those that would normally be associated with the current towing operation and surrounding industrial uses. In addition, staff believes that the recommended Conditions of Approval will also sufficiently mitigate any potential impacts associated with the use.

**AIRPORT LAND USE COMPATIBILITY PLAN:** This project is located within the Airport Influence Area of Ontario International Airport and was evaluated and found to be consistent with the policies and criteria of the Ontario International Airport Land Use Compatibility Plan

("ONT ALUCP"). Any special conditions of approval associated with uses in close proximity to the airport are attached to this report.

**DEPARTMENTAL REVIEW:** Each City department has been provided the opportunity to review and comment on the subject application and recommend conditions of approval to be imposed upon the application. At the time of the Decision preparation, recommended conditions of approval were provided and are attached to this report.

**PUBLIC NOTIFICATION:** The subject application was advertised as a public hearing in at least one newspaper of general circulation in the City of Ontario (the Inland Valley Daily Bulletin newspaper). In addition, notices were mailed to all owners of real property located within 300 feet of the exterior boundaries of the property that is the subject of the hearing, as shown on the records of the County Assessor.

**CORRESPONDENCE:** As of the preparation of this Decision, Planning Department staff has not received any written or verbal communications from the owners of properties surrounding the project site or from the public in general, regarding the subject application.

## **PART 2: RECITALS**

WHEREAS, the City of Ontario has received a request for Conditional Use Permit approval as described in Part I, above; and

WHEREAS, the Application is a project pursuant to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA"); and

WHEREAS, the Project is exempt from CEQA pursuant to a categorical exemption (listed in CEQA Guidelines Article 19, commencing with Section 15300) and the application of that categorical exemption is not barred by one of the exceptions set forth in CEQA Guidelines Section 15300.2; and

WHEREAS, Ontario Development Code Table 2.01-1 (Review Matrix) establishes that the Zoning Administrator has the responsibility and authority to review and act upon Conditional Use Permits for existing structures; and

WHEREAS, all members of the Development Advisory Board of the City of Ontario were provided the opportunity to review and comment on the requested Conditional Use Permit, and no comments were received opposing the proposed use; and

WHEREAS, the Project is located within the Airport Influence Area of Ontario International Airport, which encompasses lands within parts of San Bernardino, Riverside, and Los Angeles Counties, and is subject to, and must be consistent with, the policies and criteria set forth in the ONT ALUCP, which applies only to jurisdictions within San Bernardino

County, and addresses the noise, safety, airspace protection, and overflight impacts of current and future airport activity; and

WHEREAS, City of Ontario Development Code Division 2.03 (Public Hearings) prescribes the manner in which public notification shall be provided and hearing procedures to be followed, and all such notifications and procedures have been completed; and

WHEREAS, on December 18, 2023, the Zoning Administrator of the City of Ontario conducted a duly noticed public hearing on the application, as follows:

(1) Jeanie Irene Aguilo, Associate Planner, presented the staff report on the proposed use, indicating the staff recommendation of approval. Following staff's presentation, the Zoning Administrator opened the public hearing.

(2) [insert speaker's name], the applicant/representing the applicant, explained the business operation and spoke in favor of the application.

(3) [insert additional speaker info]

(4) [insert additional speaker info]

(5) There being no one else to offer testimony regarding the application, the Zoning Administrator closed the public hearing.

WHEREAS, all legal prerequisites to the adoption of this Decision have occurred.

### **PART 3: THE DECISION**

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED AND DECIDED by the Zoning Administrator of the City of Ontario as follows:

SECTION 1: Environmental Determination and Findings. As the decision-making body for the Project, the Zoning Administrator has reviewed and considered the information contained in the administrative record for the Project. Based upon the facts and information contained in the administrative record, including all written and oral evidence presented to the Zoning Administrator, the Zoning Administrator finds as follows:

(1) The Project is categorically exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Section 15301 (Class 1, Existing Facilities) of the CEQA Guidelines, which consists of operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The proposed use is located within an existing building and does not include any alterations or operational changes; and

(2) The application of the categorical exemption is not barred by one of the exceptions set forth in CEQA Guidelines Section 15300.2; and

(3) The determination of CEQA exemption reflects the independent judgment of the Zoning Administrator.

SECTION 2: ONT ALUCP Compliance. The California State Aeronautics Act (Public Utilities Code Section 21670 et seq.) requires that an Airport Land Use Compatibility Plan be prepared for all public use airports in the State; and requires that local land use plans and individual development proposals must be consistent with the policies set forth in the adopted Airport Land Use Compatibility Plan. On April 19, 2011, the City Council of the City of Ontario approved and adopted the ONT ALUCP, establishing the Airport Influence Area for Ontario International Airport, which encompasses lands within parts of San Bernardino, Riverside, and Los Angeles Counties, and limits future land uses and development within the Airport Influence Area, as they relate to noise, safety, airspace protection, and overflight impacts of current and future airport activity. As the decision-making body for the Project, the Zoning Administrator has reviewed and considered the facts and information contained in the Application and supporting documentation against the ONT ALUCP compatibility factors, including [1] Safety Criteria (ONT ALUCP Table 2-2) and Safety Zones (ONT ALUCP Map 2-2), [2] Noise Criteria (ONT ALUCP Table 2-3) and Noise Impact Zones (ONT ALUCP Map 2-3), [3] Airspace protection Zones (ONT ALUCP Map 2-4), and [4] Overflight Notification Zones (ONT ALUCP Map 2-5). As a result, the Zoning Administrator, therefore, finds and determines that the Project, when implemented in conjunction with the conditions of approval, will be consistent with the policies and criteria set forth within the ONT ALUCP.

SECTION 3: Concluding Facts and Reasons. Based upon [1] the substantial evidence presented to the Zoning Administrator in the Background and Analysis of this Decision, [2] the oral information presented during the herein-referenced public hearing, and [3] the findings set forth in Sections 1 and 2, above, the Zoning Administrator hereby concludes as follows:

(a) *The scale and intensity of the proposed land use would be consistent with the scale and intensity of land uses intended for the particular zoning or land use district.* The proposed location of the Conditional Use Permit is in accord with the objectives and purposes of the City of Ontario Development Code and the IG (General Industrial) zoning district, and the scale and intensity of land uses intended for the zoning district in which the use is proposed to be located. Furthermore, the proposed towing services and outdoor vehicle storage land use will be established and operated consistent with the objectives and purposes, and development standards and guidelines of the IG (General Industrial) zoning district of the Development Code; and

(b) *The proposed use at the proposed location, and the manner in which it will be operated and maintained, is consistent with the goals, policies, plans and exhibits of the Vision, Policy Plan (General Plan), and City Council Priorities components of The Ontario Plan.* The proposed outdoor vehicle towing facility land use will be located

within the Industrial land use district of the Policy Plan Land Use Map, and the IG (General Industrial) zoning district. The development standards, and the conditions of approval under which the proposed land use will be established, operated, and maintained, are consistent with the goals, policies, plans, and exhibits of the Vision, City Council Priorities, and Policy Plan (General Plan) components of The Ontario Plan; and

(c) *The proposed use at the proposed location, and the manner in which it will be operated and maintained, is consistent with the objectives and requirements of the Development Code and any applicable specific plan or planned unit development.* The proposed towing services and outdoor vehicle storage land use is located with the Industrial land use district, and the IG (General Industrial) zoning district, and has been reviewed and conditioned to ensure the establishment, operation, and maintenance of the proposed land use consistent with all applicable objectives, purposes, standards, and guidelines of the Development Code; and

(d) *The establishment, maintenance, and operation of the proposed use at the proposed location would not be detrimental or injurious to property and improvements within the vicinity, nor would it be detrimental to the health, safety, or general welfare of persons residing or working in the surrounding neighborhood.* The Development Advisory Board has required certain safeguards, and impose certain conditions of approval, which have been established to ensure that: [i] the purposes of the Development Code are maintained; [ii] the project will not endanger the public health, safety or general welfare; [iii] the project will not result in any significant environmental impacts; and [iv] the project will be in harmony with the surrounding area in which it is proposed to be located.

SECTION 4: Zoning Administrator Action. Based on the findings and conclusions set forth in Sections 1 through 3, above, the Zoning Administrator hereby APPROVES the Application subject to each and every condition set forth in the Department reports included as "Attachment A" of this Decision, and incorporated herein by this reference.

SECTION 5: Indemnification. The Applicant shall agree to defend, indemnify, and hold harmless, the City of Ontario or its agents, officers, and employees from any claim, action or proceeding against the City of Ontario or its agents, officers, or employees to attack, set aside, void or annul this approval. The City of Ontario shall promptly notify the applicant of any such claim, action or proceeding, and the City of Ontario shall cooperate fully in the defense.

SECTION 6: Custodian of Records. The documents and materials that constitute the record of proceedings on which these findings have been based are located at the City of Ontario City Hall, 303 East "B" Street, Ontario, California 91764. The custodian for these records is the City Clerk of the City of Ontario. The records are available for inspection by any interested person, upon request.



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APPROVED AND ADOPTED this 18th day of December, 2023.

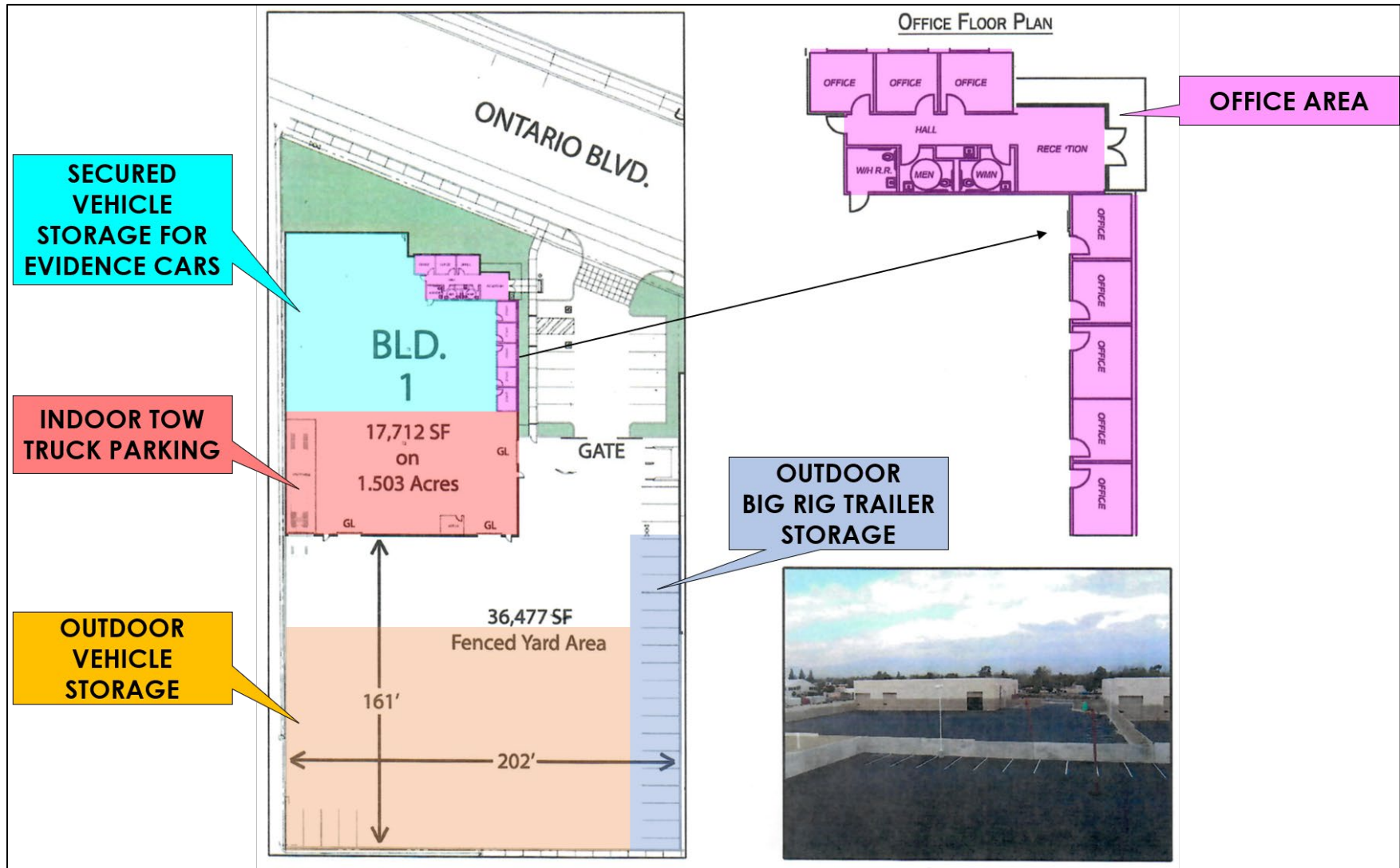
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Henry K. Noh  
Zoning Administrator

**Exhibit A: PROJECT LOCATION MAP**



**Exhibit B: SITE PLAN AND FLOOR PLAN**



**Exhibit C: SITE PHOTO**



## **Attachment A: Department Reports (Conditions of Approval)**

*(Department Reports containing conditions of approval follow this page)*

**Date Prepared:** 12/6/2023

**File No:** PCUP23-012

**Related File:** PCUP02-020

**Project Description:** A Conditional Use Permit to establish a tow service with outdoor vehicle storage (Certified Towing, Inc.) on 1.5 acres of land, located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district; (APN: 1049-181-10); **submitted by Certified Towing, Inc.**

**Prepared By:** Jeanie Irene Aguilo, Associate Planner  
Phone: 909.395.2418 (direct)  
Email: jaguilo@ontarioca.gov

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The Planning Department, Land Development Section, conditions of approval applicable to the above-described Project, are listed below. The Project shall comply with each condition of approval listed below:

**1.0 Standard Conditions of Approval.** The project shall comply with the *Standard Conditions for New Development*, adopted by City Council Resolution No. 2017-027 on April 18, 2017. A copy of the *Standard Conditions for New Development* may be obtained from the Planning Department or City Clerk/Records Management Department.

**2.0 Special Conditions of Approval.** In addition to the *Standard Conditions for New Development* identified in condition no. 1.0, above, the project shall comply with the following special conditions of approval:

**2.1** Time Limits.

**(a)** Conditional Use Permit approval shall become null and void one year following the effective date of application approval, unless a building permit is issued and construction is commenced, and diligently pursued toward completion, or a time extension has been approved by the Planning Director, except that a Conditional Use Permit approved in conjunction with a Development Plan shall have the same time limits as said Development Plan. This condition does not supersede any individual time limits specified herein, or any other departmental conditions of approval applicable to the Project, for the performance of specific conditions or improvements.

**2.2** General Requirements. The Project shall comply with the following general requirements:

**(a)** All construction documentation shall be coordinated for consistency, including, but not limited to, architectural, structural, mechanical, electrical, plumbing, landscape

and irrigation, grading, utility and street improvement plans. All such plans shall be consistent with the approved entitlement plans on file with the Planning Department.

**(b)** The project site shall be developed in conformance with the approved plans on file with the City. Any variation from the approved plans must be reviewed and approved by the Planning Department prior to building permit issuance.

**(c)** The herein-listed conditions of approval from all City departments shall be included in the construction plan set for project, which shall be maintained on site during project construction.

**2.3** Landscaping.

**(a)** The Project shall provide and continuously maintain landscaping and irrigation systems in compliance with the provisions of Ontario Development Code Division 6.05 (Landscaping).

**(b)** Comply with the conditions of approval of the Planning Department; Landscape Planning Division.

**2.4** Walls and Fences. All Project walls and fences shall comply with the requirements of Ontario Development Code Division 6.02 (Walls, Fences and Obstructions).

**2.5** Parking, Circulation and Access.

**(a)** The Project shall comply with the applicable off-street parking, loading and lighting requirements of City of Ontario Development Code Division 6.03 (Off-Street Parking and Loading).

**(b)** Areas provided to meet the City's parking requirements, including off-street parking and loading spaces, access drives, and maneuvering areas, shall not be used for the outdoor storage of materials and equipment, nor shall it be used for any other purpose than parking.

**(c)** The required number of off-street parking spaces and/or loading spaces shall be provided at the time of site and/or building occupancy. All parking and loading spaces shall be maintained in good condition for the duration of the building or use.

**(d)** Parking spaces specifically designated and conveniently located for use by the physically disabled shall be provided pursuant to current accessibility regulations contained in State law (CCR Title 24, Part 2, Chapters 2B71, and CVC Section 22507.8).

**2.6** Outdoor Loading and Storage Areas.

**(a)** Loading facilities shall be designed and constructed pursuant to Development Code Division 6.03 (Off-Street Parking and Loading).

**(b)** Areas designated for off-street parking, loading, and vehicular circulation and maneuvering, shall not be used for the outdoor storage of materials or equipment.

**(c)** Outdoor loading and storage areas, and loading doors, shall be screened from public view pursuant to the requirements of Development Code Paragraph 6.02.025.A.2 (Screening of Outdoor Loading and Storage Areas, and Loading Doors) Et Seq.

**2.7** Site Lighting.

**(a)** All off-street parking facilities shall be provided with nighttime security lighting pursuant to Ontario Municipal Code Section 4-11.08 (Special Residential Building Provisions) and Section 4-11.09 (Special Commercial/Industrial Building Provisions), designed to confine emitted light to the parking areas. Parking facilities shall be lighted from sunset until sunrise, daily, and shall be operated by a photocell switch.

**(b)** Unless intended as part of a master lighting program, no operation, activity, or lighting fixture shall create illumination on any adjacent property.

**2.8** Mechanical and Rooftop Equipment.

**(a)** All exterior roof-mounted mechanical, heating and air conditioning equipment, and all appurtenances thereto, shall be completely screened from public view by parapet walls or roof screens that are architecturally treated so as to be consistent with the building architecture.

**(b)** All ground-mounted utility equipment and structures, such as tanks, transformers, HVAC equipment, and backflow prevention devices, shall be located out of view from a public street, or adequately screened through the use of landscaping and/or decorative low garden walls.

**2.9** Security Standards. The Project shall comply with all applicable requirements of Ontario Municipal Code Title 4 (Public Safety), Chapter 11 (Security Standards for Buildings).

**2.10** Signs.

**(a)** All Project signage shall comply with the requirements of Ontario Development Code Division 8.1 (Sign Regulations).

**2.11** Sound Attenuation. The Project shall be constructed and operated in a manner so as not to exceed the maximum interior and exterior noise levels set forth in Ontario Municipal Code Title 5 (Public Welfare, Morals, and Conduct), Chapter 29 (Noise).

**2.12** Environmental Requirements.

**(a)** If human remains are found during project grading/excavation/construction activities, the area shall not be disturbed until any required investigation is completed by the County Coroner and Native American consultation has been completed (if deemed applicable).

**(b)** If any archeological or paleontological resources are found during project grading/excavation/construction, the area shall not be disturbed until the significance of the resource is determined. If determined to be significant, the resource shall be recovered by a



qualified archeologist or paleontologist consistent with current standards and guidelines, or other appropriate measures implemented.

**2.13** Indemnification. The applicant shall agree to defend, indemnify and hold harmless, the City of Ontario or its agents, officers, and employees from any claim, action or proceeding against the City of Ontario or its agents, officers or employees to attack, set aside, void or annul any approval of the City of Ontario, whether by its City Council, Planning Commission or other authorized board or officer. The City of Ontario shall promptly notify the applicant of any such claim, action or proceeding, and the City of Ontario shall cooperate fully in the defense.

**2.14** Additional Fees.

(a) Within 5 days following final application approval, the Notice of Exemption ("NOE") filing fee shall be provided to the Planning Department. The fee shall be paid by check, made payable to the "Clerk of the Board of Supervisors", which shall be forwarded to the San Bernardino County Clerk of the Board of Supervisors, along with all applicable environmental forms/notices, pursuant to the requirements of the California Environmental Quality Act ("CEQA"). The filing of a NOE is voluntary; however, failure to provide said fee within the time specified will result in the extension of the statute of limitations for the filing of a CEQA lawsuit from 30 days to 180 days.

(b) After the Project's entitlement approval, and prior to issuance of final building permits, the Planning Department's Plan Check and Inspection fees shall be paid at the rate established by resolution of the City Council.

**2.15** Additional Requirements.

(a) A City Business License must be reviewed and approved by the Ontario Planning Department prior to building occupancy and operation of business.

(b) All applicable Conditions of Approval from other City departments shall be met and addressed by the applicant.

(c) The Conditional Use Permit application is subject to the requirements of the Professional Services Agreement (January 1, 2021) between the City of Ontario and Certified Towing, Inc.

(d) The Conditional Use Permit application is subject to all applicable provisions of Rotational Towing Services Ordinance No. 3008.



# CITY OF ONTARIO

## MEMORANDUM

**TO:** Jeanie Irene Aguilo

**FROM:** Heather Lugo, MA, Police Department

**DATE:** September 18, 2023

**SUBJECT:** **PCUP23-012: A Conditional Use Permit to establish a tow service with outdoor vehicle storage on 1.5 acres of land located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district (APN(s): 1049-181-10).**

The “Standard Conditions of Approval” contained in Resolution No. 2017-027 apply. The applicant shall read and be thoroughly familiar with these conditions, including but not limited to, the requirements listed below.

- Rooftop addresses shall be installed on the building as stated in the Standard Conditions. The numbers shall be at a minimum 3 feet tall and 1 foot wide, in reflective white paint on a flat black background, and oriented with the bottom of the numbers towards the addressed street.
- The Applicant shall install a video surveillance system on the site. Cameras shall cover at a minimum all entry/exits, including the rear access gates for Southern California Edison easement access, and each driveway aisle. Cameras shall be positioned so as to maximize the coverage of patrons and vehicles in these areas. Cameras shall record at least 15 frames per second and at a minimum of 720p resolution. Recordings shall be stored for a minimum of 30 days and made available upon request to any member of the Ontario Police Department.
- Graffiti abatement by the business owner/licensee, or management shall be immediate and ongoing on the premises, but in no event shall graffiti be allowed unabated on the premises for more than 72 hours. Abatement shall take the form of removal, or shall be covered/painted over with a color reasonably matching the color of the existing building, structure, or other surface being abated. Additionally, the business owner/licensee, or management shall notify the City within 24 hours at (909) 395-2626 (graffiti hotline) of any graffiti elsewhere on the property not under the business owner/licensee’s or management control so that it may be abated by the property owner and/or the City’s graffiti team.

The Applicant is invited to contact Heather Lugo at (909) 408-1074 with any questions or concerns.



# CITY OF ONTARIO

## MEMORANDUM

TO: Scott Murphy, Community Development Director (Copy of memo only)  
Rudy Zeledon, Planning Director (Copy of memo only)  
Diane Ayala, Advanced Planning Division (Copy of memo only)  
Charity Hernandez, Economic Development  
James Caro, Building Department  
Raymond Lee, Engineering Department  
Jamie Richardson, Landscape Planning Division  
Dennis Mejia, Municipal Utility Company  
Heather Lugo, Police Department  
Paul Erhman, Deputy Fire Chief/Fire Marshal  
Jay Bautista, Traffic/Transportation Manager  
Lorena Mejia, Airport Planning  
Jeff Tang, Engineering/NPDES  
Angela Magana, Community Improvement (Copy of memo only)  
Jimmy Chang, IPA Department  
Blaine Ishii, Integrated Waste

FROM: Jeanie Irene Aguilo, Associate Planner

DATE: September 15, 2023

SUBJECT: FILE #: PCUP23-012 Finance Acct#:

The following project has been submitted for review. Please send one (1) copy and email one (1) copy of your DAB report to the Planning Department by .

- Note:**
- Only DAB action is required
  - Both DAB and Planning Commission actions are required
  - Only Planning Commission action is required
  - DAB, Planning Commission and City Council actions are required
  - Only Zoning Administrator action is required

**PROJECT DESCRIPTION:** A Conditional Use Permit to establish a tow service with outdoor vehicle storage on 1.5 acres of land located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district (APN(s): 1049-181-10).

The plan does adequately address the departmental concerns at this time.

- No comments
- Report attached (1 copy and email 1 copy)
- Standard Conditions of Approval apply

The plan does not adequately address the departmental concerns.

- The conditions contained in the attached report must be met prior to scheduling for Development Advisory Board.

Police  
Department

Heather Lugo  
Signature

MA  
Title

9-18-23  
Date



# CITY OF ONTARIO

## MEMORANDUM

**TO:** Jeanie Irene Aguilo, Associate Planner  
Planning Department

**FROM:** Michelle Starkey, Deputy Fire Marshal  
Bureau of Fire Prevention

**DATE:** October 3, 2023

**SUBJECT:** PCUP23-012 A Conditional Use Permit to establish a tow service with outdoor vehicle storage on 1.5 acres of land located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district (APN(s): 1049-181-10).

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- The plan **does** adequately address the departmental concerns at this time.
- No comments
  - Report below.

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For copies of Ontario Fire Department Standards please access the City of Ontario web site at [www.ontarioca.gov](http://www.ontarioca.gov) , click on Fire Department and then on forms.



# CITY OF ONTARIO

## MEMORANDUM

TO: Scott Murphy, Community Development Director (Copy of memo only)  
Rudy Zeledon, Planning Director (Copy of memo only)  
Diane Ayala, Advanced Planning Division (Copy of memo only)  
Charity Hernandez, Economic Development  
James Caro, Building Department  
Raymond Lee, Engineering Department  
Jamie Richardson, Landscape Planning Division  
Dennis Mejia, Municipal Utility Company  
Heather Lugo, Police Department  
Paul Erhman, Deputy Fire Chief/Fire Marshal  
Jay Bautista, Traffic/Transportation Manager  
Lorena Mejia, Airport Planning  
Jeff Tang, Engineering/NPDES  
Angela Magana, Community Improvement (Copy of memo only)  
Jimmy Chang, IPA Department  
Blaine Ishii, Integrated Waste

FROM: Jeanie Irene Aguilo, Associate Planner

DATE: September 15, 2023

SUBJECT: FILE #: PCUP23-012

Finance Acct#:

The following project has been submitted for review. Please send one (1) copy and email one (1) copy of your DAB report to the Planning Department by .

- Note:**
- Only DAB action is required
  - Both DAB and Planning Commission actions are required
  - Only Planning Commission action is required
  - DAB, Planning Commission and City Council actions are required
  - Only Zoning Administrator action is required

**PROJECT DESCRIPTION:** A Conditional Use Permit to establish a tow service with outdoor vehicle storage on 1.5 acres of land located at 1060 East Ontario Boulevard, within the IG (General Industrial) zoning district (APN(s): 1049-181-10).

The plan does adequately address the departmental concerns at this time.

- No comments
- Report attached (1 copy and email 1 copy)
- Standard Conditions of Approval apply

The plan does not adequately address the departmental concerns.

- The conditions contained in the attached report must be met prior to scheduling for Development Advisory Board.

Engineering  
Department

Signature

Assistant Engineer

Title

12/5/23

Date

Item A - 20 of 22



# CITY OF ONTARIO

## MEMORANDUM

### DEVELOPMENT PLAN REVIEW COMMENTS Engineering Department/Land Development Section

**DATE:** October 25, 2023

**PROJECT:** A Conditional Use Permit to establish a tow service with outdoor vehicle storage on 1.5 acres of land within the IG (General Industrial) zoning district.

**LOCATION:** 1060 East Ontario Boulevard

**APN:** 1049-181-10

**PROJECT ENGINEER:** Brenda Fregoso, Assistant Engineer (909) 395-2140  
bfregoso@ontarioca.gov

**PROJECT PLANNER:** Jeanie Aguilo, Associate Planner (909) 395-2418

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**A. General Comments, items below must be addressed on the next submittal:**

1. The applicant/developer shall respond to these comments as well as the comments provided by the Environmental Section, Traffic & Transportation Division, Ontario Municipal Utilities Company and Broadband Operations and address all of them prior to the next submittal.
2. Please correct the aerial view image, it's currently showing the wrong address (1080 E Ontario Blvd).
3. Show correct boundary labels.
4. Provide a preliminary title report current to within 30 days.

**C:** Raymond Lee, P.E., Assistant City Engineer



# CITY OF ONTARIO

## MEMORANDUM

TO: Scott Murphy, Community Development Director (Copy of memo only)  
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Lorena Mejia, Airport Planning  
Jeff Tang, Engineering/NPDES  
Angela Magana, Community Improvement (Copy of memo only)  
Jimmy Chang, IPA Department  
Blaine Ishii, Integrated Waste

FROM: Jeanie Irene Aguilo, Associate Planner

DATE: September 15, 2023

SUBJECT: FILE #: PCUP23-012 (1st Submittal) Finance Acct#:

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  - Report attached (1 copy and email 1 copy)
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- The plan does not adequately address the departmental concerns.
  - The conditions contained in the attached report must be met prior to scheduling for Development Advisory Board.

OMUC Utilities Engineering

Department

Peter Tran

Signature  
ptran@ontarioca.gov

Associate Engineer

Title

10/16/2023

Date  
Item A - 22 of 22