



City of Arts & Innovation

PLANNING COMMISSION DRAFT MINUTES

THURSDAY, JULY 17, 2025, 9:00 A.M.
PUBLIC COMMENT IN-PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE, CA 92522

PRESENT: Chair Launa Wilson, Secretary Raj Singh, and Commissioners Aurelio Melendrez, Lorraine Mooney, Johnny Wilder, and Judy Teunissen

ABSENT: Vice Chair Rafael Elizalde and Sergeant of Arms Brian Baird

STAFF: Maribeth Tinio, Susan Wilson, Lorena Verduco, Christiana Kalawa, Brian Norton, Judy Egüez, Philip Nitollama, and others

ALSO PRESENT: Jeff White, James Sullivan, Thomas Riggle, and others

Chair Wilson called the meeting to order at 9 a.m.

Commissioner Mooney led the Pledge of Allegiance to the Flag.

ORAL COMMUNICATIONS FROM THE AUDIENCE

There was no one wishing to address the Planning Commission.

PUBLIC HEARING

PLANNING CASE PR-2021-001080 - AMENDMENT TO CONDITIONAL USE PERMIT AND DESIGN REVIEW TO EXPAND PRIVATE SCHOOL - WOODCREST CHRISTIAN SCHOOL - 18401 VAN BUREN
Hearing was called to consider Planning Case PR-2021-001080 a proposal by Jeff White of Woodcrest Christian School System to consider a revised Conditional Use Permit and Design Review of Project Plans for the expansion of a private school (Woodcrest Christian School) consisting of 74,921 square feet of new classroom space, offices, storage and campus facilities and to increase the maximum enrollment from 720 students to 924 students. The 29.3-acre project site consists of six contiguous parcels developed with a private Middle and High School and a single family residence, located at 18401 Van Buren Boulevard, situated on the south side of Van Buren Boulevard, between Dauchy Avenue and Little Court, in the PF-SP - Public Facilities and Specific Plan (Orangecrest) Overlay Zones and in the MU-V-S-2-X-15-SP - Mixed-Use Village and Specific Plan (Orangecrest) Overlay Zones, in Ward 4. Three people spoke regarding the matter. The public hearing was officially closed.

Following discussion, it was moved by Commissioner Wilder and seconded by Commissioner Singh to (1) determine that the proposed project will not have a significant effect on the environment based on the findings set forth in the case record and adopt a Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Program (MMRP), pursuant to Sections 15074 and 21081.6 of the California Environmental Quality Act (CEQA) Guidelines; (2) approve Planning Case PR-2021-001080 (Conditional Use Permit, and Design Review) based on the findings outlined in the staff report and summarized in the findings and



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subject to the recommended conditions as Exhibits 1 and 2 of the staff report; and (3) Modify language for Conditions of Approval #59 and #60 as follows:

Condition #59: Prior to issuance of a building or grading permit ~~Within six (6) months of the approval of this Conditional Use Permit,~~ the developer shall complete following improvements:

- a. Intersection of Dauchy Avenue at Project Driveway 1 (right-out only access to Van Buren Blvd):
 - i. Install the right turn only sign (R3-5) at the project access driveway at its intersection with van Buren Blvd to restrict left turn out turning movement.
 - ii. Install "DO NOT ENTER" and "WRONG WAY" signs facing eastbound Van Buren Blvd traffic to restrict ingress movements.
- b. Intersection of Dauchy Avenue at Project Driveway 2/Ardenwood Lane:
 - i. Construct a stop bar, stop legend, at project driveway. The stop bar and legend must conform to the City standard 650.
 - ii. Install a left turn restriction sign with modified hours of application (R33A (CA)) to restrict left turn out movements during the weekday AM peak period between 7:30 AM to 8:30 AM and weekday PM period between 2:30 PM to 3:30 PM at the west leg of the intersection (project driveway) as shown on Figure 6 included in the approved Supplemental Traffic Operations Analysis Memorandum dated March 31, 2025. During peak periods, developer shall add cones to direct traffic to right turn out only movements.
 - iii. Install a 20' red curb on the east side of Dauchy Avenue starting from the intersection as shown on Figure 6 included in the approved Supplemental Traffic Operations Analysis Memorandum dated March 31, 2025
- c. Intersection of Dauchy Avenue at Project Driveway 3 (Ingress only access):
 - i. Project driveway will serve as ingress only driveway. Project is proposing to close this driveway during the peak hours. Project shall install a modified "DO NOT ENTER" (R5-1) during the weekday AM peak period between 7:30 AM to 8:30 AM and PM period between 2:30 PM to 3:30 PM at the project driveway.
 - ii. Project shall implement other physical barriers such as closing gate or placing cones across the driveway on project site to close the driveway during the peak period.
- d. Intersection of Dauchy Avenue at Project Driveway 4 (full access):
 - i. Install a left turn restriction sign with modified hours of application (R33A (CA)) to restrict left turn out movements during the weekday AM peak period between 7:30 AM to 8:30 AM and weekday PM period between 2:30 PM to 3:30 PM at the west leg of the intersection (project driveway) as shown on Figure 6 included in the approved Supplemental Traffic Operations Analysis



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- Memorandum dated March 31, 2025. During peak periods, developer shall add cones to direct traffic to right turn out only movements.
- ii. Construct a stop bar, stop legend, at project driveway. Stop signs must conform to City Standard 664 and the stop bar and legend must conform to the City standard 650

Condition #60: Prior to issuance of a building or grading permit ~~Within one year of the approval of this Conditional Use Permit, unless otherwise determined by the City Traffic Engineer,~~ the developer shall complete the following improvements at the intersection of Dauchy Avenue and Van Buren Blvd:

- a. Upgrade the existing three crosswalks to high visibility crosswalks at north, south and west approaches.
- b. Upgrade existing six (6) pedestrian push buttons to Polara audible pedestrian push buttons (or City approved equal) with a central control unit system. An acceptable audible pedestrian push button assembly and system is the Polara Model iDS2 with 5" x 7" R10-3 face plates.
- c. Modify the traffic signal to implement optimized timing plans with a 130-second cycle and coordinate the timing with adjacent signals at Van Buren Village Driveway at Van Buren Boulevard.
- d. Extend the existing northbound left turn lane storage length from 65-feet to 200-feet.

The motion carried unanimously with Commissioners Baird and Elizalde absent.

CONSENT CALENDAR

It was moved by Commissioner Mooney and seconded by Commissioner Teunissen to approve the Consent Calendar as presented below affirming the actions appropriate to each item. The motion carried unanimously with Commissioners Baird and Elizalde absent.

MINUTES

The minutes of the meeting of June 5, 2025, were approved as presented.

ABSENCE

The absence of Commissioner Melendrez from the May 22, 2025, regular meeting was recorded as excused.



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DISCUSSION CALENDAR

CODE OF ETHICS AND CONDUCT ANNUAL REVIEW

Following discussion and without formal motion, the Planning Commission received and ordered filed the report on the Code of Ethics and Conduct for its effectiveness and did not provide any recommended revisions to the Board of Ethics for consideration.

MEMBERSHIP STRUCTURE AND EFFECTIVENESS OF CITY'S BOARDS AND COMMISSIONS - EXPLORE POTENTIAL CONSOLIDATION OPPORTUNITIES - DISCUSS DEVELOPMENT OF A CITYWIDE GOVERNANCE RESOLUTION

Following discussion and without formal motion, the Planning Commission (1) received and ordered filed the report on the Planning Commission's membership structure, role, potential consolidation opportunities, and the development of Citywide rules of procedure and order of business resolution for boards and commissions; and (2) did not have any comments or recommendations for the Governmental Processes Committee consideration

COMMUNICATIONS

ITEMS FOR FUTURE PLANNING COMMISSION CONSIDERATION

City Planner Maribeth Tinio made announcements regarding the upcoming July 31st and August 14th Planning Commission meetings and provided updates regarding recent projects approved by City Council including the Sign Code amendments and the La Sierra project.

The Planning Commission adjourned at 9:54 a.m.

The above actions were taken by the City Planning Commission on July 17, 2025. There is now a 10-day appeal period that ends on July 28, 2025. During this time, any interested person may appeal this action to the City Council by submitting a letter of appeal and paying the appeal fee. In the absence of an appeal or referral, the Commission's decisions and conditions become final after 5:00 p.m. on July 28, 2025.