



**CITY OF SAN FERNANDO
PLANNING AND PRESERVATION COMMISSION**

**DRAFT MINUTES OF THE AUGUST 20, 2013 MEETING
CITY HALL COUNCIL CHAMBER**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING COMMISSION. AUDIO OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

CALL TO ORDER

The meeting was called to order by Chairperson Haupt at 7:01 P.M.

PLEDGE OF ALLEGIANCE

Led by Chairperson Haupt

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Theale Haupt, Vice-chair Alvin Durham, Commissioners Kevin Beaulieu, Yvonne Mejia, and Rudy Salinas

ABSENT:

None

ALSO PRESENT:

Community Development Director Fred Ramirez, Assistant Planner Edgar Arroyo, and Community Development Secretary Michelle De Santiago

APPROVAL OF AGENDA

Vice-chair A. Durham moved to approve the agenda of August 20, 2013. Seconded by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	A. Durham, K. Beaulieu, T. Haupt, Y. Mejia, and R. Salinas
NOES:	None
ABSENT:	None
ABSTAIN:	None

UNFINISHED BUSINESS

None

PUBLIC HEARING 7A:

Variance 2013-04, Conditional Use Permit 2013-07, and Site Plan Review 2013-07 – 460 San Fernando Mission Boulevard and 1136 Hollister Street, San Fernando, Ca 91340 – William Argueta, WSS, 13425 South Figueroa Street, Los Angeles, CA 90061- The proposed project is a request for review and approval of variance and conditional use permit applications to allow for the construction of a 3,842-square-foot additional to an existing 6,171-square-foot commercial building with reduced front and side setbacks, an off-site parking facility, and additional signage requested a part of a sign program. The project site at 460 San Fernando Mission Boulevard is an approximate 17,500-square-foot lot located on the easterly corner of San Fernando

Mission and Hollister Street, within the C-1 (Limited Commercial) zone. The site of the planned off-site parking facility at 1136 Hollister Street is an approximate 10,000-square-foot lot located on the southwesterly portion of the 1100 block of Hollister Street, between San Fernando Mission Boulevard and South Maclay Avenue, within the R-2 (multiple Family Residential) zone.

STAFF PRESENTATION

Assistant Planner Edgar Arroyo gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2013-07 and Variance 2013-04, pursuant to Planning and Preservation Commission Resolution 2013-07 and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment 1).

PUBLIC TESTIMONY

None

COMMISSION DISCUSSION

K. Beaulieu asked if the applicant secured the adjacent property by lease or was it purchased.

E. Arroyo stated that the applicant had purchased the property.

Y. Mejia asked about the graphics in the windows and who approved them and how often they were replaced.

William Argueta – 13425 S. Figueroa Street, Los Angeles, CA 90061 – Mr. Argueta stated that he started his career with the establishment of this store. He stated that this store is very involved with the schools in the community. He stated that he is very excited about the proposed project. Additionally, he stated that the graphics displayed at the various stores are approved by the corporate office and they are changed out twice a year.

T. Haupt stated that the existing landscaping on the property is not maintained and based on the renderings providing at tonight's meeting the landscaping needs to be enhanced since the landscaping is critical to the project.

F. Ramirez stated that staff can work with the applicant to incorporate what the commission would like to see at the location. He indicated that it will include a variety of plant species at various heights within the planter beds.

T. Haupt stated that business signage is an ongoing problem in the city.

F. Ramirez indicated that there are five possible locations for trees, which include three along Hollister Street and two trees along Mission Boulevard. He noted that city staff would continue to work with the applicant to identify sites for new trees.

R. Salinas asked if there would be a defined crosswalk to and from the location.

F. Ramirez stated that a designated crosswalk is a requirement listed as part of the conditions of approval.

A. Durham asked about the existing driveway at Hewitt Street and if it will remain or be removed.

F. Ramirez indicated that the conditions of approval can be amended to specifically identify that driveway on Hewitt Street will be removed.

Y. Mejia stated that she has worked in retail and that she appreciates business interest to remain in San Fernando.

W. Argueta indicated that the San Fernando WSS opened in 1997 and at that time there were a total of 10 stores and now 16 years later WSS has a total of 60 stores.

T. Haupt asked about the existing phone cabinet, the proposed size of the trash bin, the tree grates protruding from the sidewalk, and the height of the shrubs at Hewitt Street.

E. Arroyo stated that the phone cabinet is slated to be removed.

F. Ramirez stated that staff will work with the applicant to assure that the new trash bin design complies with code. Additionally he indicated that the code requires that the shrubs at Hewitt Street be at three feet to shield spillover of headlights onto the adjacent residential properties.

T. Haupt inquired about the required water services

F. Ramirez stated that he would check with city engineering and check the required water service.

T. Haupt asked about the type of lighting being proposed at the parking lots.

F. Ramirez indicated that Conditions of Approval #11 identifies the type of lighting and well as the requirements to minimize the spillover.

K. Beaulieu asked why the windows couldn't be used as display cabinets as opposed to windows with posters or decal graphics in them. He asked the applicant if he would consider increasing the number of display cabinets at the location.

W. Argueta stated that he would work with staff to increase the number of display cabinets if it means the project will be approved.

Pursuant to discussion on the friendly amendments to the conditions of approval to the project, Vice-chair A. Durham moved to approve Variance 2013-04 and Conditional Use Permit 2013-07. Seconded by Commission K. Beaulieu, the motion carried with the following vote:

AYES:	A. Durham, K. Beaulieu, and T. Haupt
NOES:	None
ABSENT:	Y. Mejia and R. Salinas
ABSTAIN:	None

STAFF COMMUNICATIONS

F. Ramirez informed the commission that the Parks and Recreation Commission has sent a letter to the Planning and Preservation Commission to consider the Smoke-Free multi-family unit ordinance. Additionally he notified

and invited the commission to attend the upcoming Housing Element workshops. He gave a brief description of the upcoming cases.

COMMISSION COMMENTS

Commissioner Y. Mejia announced that she will not be present at the September 10, 2013, Planning and Preservation Commission meeting.

PUBLIC STATEMENTS

None

ADJOURNMENT

Chairperson T. Haupt moved to adjourn to September 10, 2013. Second by Commissioner K. Beaulieu, the motion carried with the following vote:

AYES:	T. Haupt, K. Beaulieu, and A. Durham
NOES:	None
ABSENT:	Y. Mejia and R. Salinas
ABSTAIN:	None

9:09 P.M.
Fred Ramirez
Planning Commission Secretary