



# SAN FERNANDO

## PLANNING AND PRESERVATION COMMISSION

### REGULAR MEETING NOTICE AND AGENDA

JUNE 5, 2018 – 6:30 P.M.

COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

#### **CALL TO ORDER**

#### **ROLL CALL**

Chair Theale E. Haupt  
Vice-Chair Alvin Durham, Jr.  
Commissioner Yvonne G. Mejia  
Commissioner Aida Montes  
Commissioner Jennifer Perez-Helliwell

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

June 5, 2018

#### **PUBLIC STATEMENTS – WRITTEN/ORAL**

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out a form located at the Council Chambers entrance and submit it to the Commission Chair. When addressing the Planning and Preservation Commission please speak into the microphone and voluntarily state your name and address.

#### **CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the Planning and Preservation Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

- 1) Approval of the Planning and Preservation Commission minutes from April 3, 2018 meeting.**

#### **CONTINUED BUSINESS**

None

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## NEW BUSINESS

- 1)     **SUBJECT:**                             Site Plan Review 2017-019 and Variance 2017-002
- APPLICANT:**                         Gensler, Inc. c/o James Spencer  
  4675 MacArthur Court, Suite 100, Newport Beach, CA  
  92660
- PROPOSAL:**                         The proposed project is a request for approval of Site Plan Review 2017-019 for a parking lot reconfiguration, and Variance 2017-002 in order to allow for a portion of the required off-street parking spaces for the property located at 456 S. Brand Boulevard to be satisfied by an off-site parking agreement. The subject site is currently used as a Citibank commercial bank institution. The subject site consists of a parcel containing the off-street surface parking lot and a second parcel improved with an approximately 5,986 sq. ft. commercial building. In aggregate, the two parcels total approximately 20,445 sq. ft. land. The subject site is located along the east side of the 400 block of South Brand Boulevard, between Hollister Street and Coronel Street, within the C-1 (Limited Commercial) zone.
- RECOMMENDATION:**                 Staff recommends that, subsequent to the presentation and consideration of any public comment, the Planning and Preservation Commission approval Resolution 2018-004 (Attachment No. 1) approving Site Plan Review 2017-009 and Variance 2017-002 which allows for a portion of the required off-street parking spaces to be satisfied by on off-site parking agreement for the property at 456 S. Brand Boulevard, subject to the conditions of approval attached as “Exhibit A” to the resolution.
- 2)     **SUBJECT:**                             Discussion Regarding City Procedure for Determination of Public Convenience or Necessity for Alcoholic Beverage Control License Issuance
- RECOMMENDATION:**                 Subsequent to discussion by the Planning and Preservation Commission, staff seeks direction regarding forwarding recommendations to the City Council, if any, regarding the City’s process for making a determination that public convenience or necessity would be service by

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**the issuance of a State of California Department of Alcoholic Beverage Control (ABC) license authorizing the sale and/or serving of alcoholic beverages.**

*If, in the future, you wish to challenge the items listed above 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 in written correspondence delivered to the City Planning and Preservation Commission at, or prior to, the Public Hearing. Decisions of Planning and Preservation Commission may be appealed to the City Council within 10 days following the final action.*

## **STAFF COMMUNICATIONS**

None

## **COMMISSIONER COMMENTS**

## **ADJOURNMENT**

July 3, 2018

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.*

*Signed and Posted: Date and time*

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*Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting at the Community Development Department Public Counter. Any public writings distributed by the Planning and Preservation Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Community Development Department Public Counter located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at [www.sfcity.org](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Community Development Department at (818) 898-1227 at least 48 hours prior to the meeting.*