



THE CITY OF SAN FERNANDO

PLANNING AND PRESERVATION COMMISSION

REGULAR MEETING NOTICE AND AGENDA

JANUARY 8, 2019 – 6:30 P.M.

COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

CALL TO ORDER

ROLL CALL

Chair Alvin Durham, Jr.
Commissioner Ivan Gonzalez
Commissioner Yvonne G. Mejia
Commissioner Aida Montes
Commissioner Jennifer Perez-Helliwell

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

January 8, 2019

REORGANIZATION OF THE PLANNING AND PRESERVATION COMMISSION

- **CALLS FOR NOMINATIONS OF CHAIRPERSON**
- **CALLS FOR NOMINATIONS OF VICE-CHAIR**

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.

- **Approval of the Planning and Preservation Commission minutes of the December 4, 2018 meeting.**

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –January 8, 2019

CONTINUED BUSINESS

- SUBJECT:** Conditional Use Permit 2018-007 (CUP 2018-007) and Site Plan Review 2018-048 (SPR 2018-048)
- LOCATION:** 1661 San Fernando Road, San Fernando, CA 91340
- PROPOSAL:** The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square foot commercial building on a 30,000 square foot lot and is located on the northeastern corner of San Fernando Road and Meyer Street.
- APPLICANT:** Avetis Vardanyan – 12922 Strathern Street, North Hollywood, CA 91605
- RECOMMENDATION:** Staff recommends that the Planning and Preservation Commission approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 and the Conditions of Approval attached as Exhibit “A” in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District (“MUC”) of the San Fernando Corridors Specific Plan Zone (“SP-5”).

NEW BUSINESS

- 1) **SUBJECT:** Conditional Use Permit 2018-009 (CUP 2018-009) and Site Plan Review 2018-047 (SPR 2018-047)
- LOCATION:** 720 Jessie Street, San Fernando, CA 91340
- PROPOSAL:** The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –January 8, 2019

18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code.

APPLICANT: Ivan Lara – McCormick Compliance Consulting – o.b.o Big Bus Tours, 555 W. Fifth Street 35th Floor, Los Angeles, CA 90013

RECOMMENDATION: Staff recommends that the Planning and Preservation Commission approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047, pursuant to Planning and Preservation Commission Resolution No. 2019-001 and the Conditions of Approval attached therein as Exhibit “A” in order to allow for the operation of a bus yard within a 48,937 square foot industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code (“M-1”).

2) **SUBJECT:** Conditional Use Permit 2018-008 (CUP 2018-008) and Site Plan Review 2018-050 (SPR 2018-050)

LOCATION: 1946 First Street, San Fernando, CA 91340

PROPOSAL: The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of an automotive town yard within an approximately 22,500 square foot lot within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone.

APPLICANT: Hoving Galoudian – 9030 Norris Avenue, Sun Valley, CA 91352

RECOMMENDATION: Staff recommends that the Planning and Preservation Commission approve Conditional Use Permit 2018-008 and Site Plan Review 2018-050, pursuant to Planning and Preservation Commission Resolution No. 2019-002 and the Conditions of Approval attached as Exhibit “A” in order to allow for the operation of an automotive impound area within an approximately 22,500 square foot lot which would provide approximately 920 square feet of administrative office area within the Workplace

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Notice and Agenda –January 8, 2019

Flex District of the San Fernando Corridors Specific Plan Zone (“SP-5”).

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

2019 Planning Commissioners Academy – The Westin Long Beach, March 6-8, 2019

COMMISSIONER COMMENTS

ADJOURNMENT

Tuesday, February 5, 2019

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

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). 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. 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.



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

**DRAFT MINUTES OF THE
DECEMBER 4, 2018 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 AT: <http://ci.san-fernando.ca.us/commissions-boards/#1477946968325-c2faf7a0-5a49>

CALL TO ORDER

The meeting was called to order by Chairperson Alvin Durham at 6:31 p.m.

ROLL CALL

The following persons were recorded as present:

PRESENT:

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, and Aida Montes

ABSENT:

Commissioners Yvonne Mejia and Jennifer Perez-Helliwell

ALSO PRESENT

Community Development Director Timothy T. Hou, Associate Planner Gerardo “Jerry” Marquez, City Attorney Martin De Los Angeles, and Community Development Secretary Michelle De Santiago

PLEDGE OF ALLEGIANCE

Led by A. Durham

APPROVAL OF AGENDA

Commissioner A. Montes moved to approve the agenda of December 4, 2018 meeting. Seconded by I. Gonzalez, the motion carried with the following vote:

AYES:	A. Montes, I. Gonzalez, and A. Durham
NOES:	None
ABSENT:	Y. Mejia and J. Perez-Helliwell
ABSTAIN:	None

CONSENT CALENDAR

I. Gonzalez moved to approve the minutes of the November 7, 2018, Planning and Preservation Commission Meeting. Seconded by A. Montes, the motion carried with the following vote:

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –December 4, 2018

Page 2 of 3

AYES: I. Gonzalez, A. Montes, and A. Durham
NOES: None
ABSENT: Y. Mejia and J. Perez-Helliwell
ABSTAIN: None

UNFINISHED BUSINESS

None

PUBLIC HEARING

Conditional Use Permit 2018-007 and Site Plan Review 2018-048 – 1661 San Fernando Road, San Fernando, CA 91340 – Avetis Vardanyan, 12922 Strathern Street, North Hollywood, CA 91605 – The proposed project is a request for approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed Use Corridor District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square feet commercial building on a 30,000 square foot lot and is location on the northeastern corner of San Fernando Road and Meyer Street.

STAFF PRESENTATION

T. Hou introduced the project identifying a change in recommendation to continue the item to allow staff and the applicant to resolve a recently determined concern regarding parking. He explained that it was recently determined that the location is deficient 4-5 parking spaces at street level due to the red curb because of the narrowing of the street. Additionally he explained that the additional parking spaces will be provided at 1647 Truman Street through a shared parking agreement which will be in the form of valet parking to minimize the pedestrian travel to and from the proposed project site.

PUBLIC COMMENT

Karo Garabedian – Mr. Garabedian provided a conceptual image of what the interior of the location is proposed to look like. He stated that the proposed project will set a high standard of service with a full kitchen for the community.

COMMISSION DISCUSSION

A. Montes asked what the capacity of the banquet hall will be set at.

K. Garabedian indicated that the capacity limits will be set by the Fire Department, but that the applicant is expecting it to be between 300 to 400 guests to provide for a comfortable setting.

A. Montes stated that she is excited for the project which looks beautiful.

K. Garabedian indicated that the intention is to bring you a beautiful product with both a classic design with modern touches which is expected to be completed in a short amount of time.

PLANNING AND PRESERVATION COMMISSION

Regular Meeting Minutes –December 4, 2018

Page 3 of 3

A. Montes ask about the kitchen and if it would be available for use by the renting individual or for use by hired catering company.

K. Garabedian stated that there will be a kitchen fully staffed that can either be used by the renting party or a carter, he indicated that he will tap into the communities current resources for all of the banquet hall's needs including restaurants, flower shops and disc jockeys for services.

A. Durham stated that he really like the overall concept.

Subsequent to discussion, Commissioner I. Gonzalez moved to continue Conditional Use Permit 2018-007 and Site Plan Review 2018-048 to the January 8, 2019 meeting. Seconded by Commission A. Montes, The motion carried with the following vote:

AYES:	I. Gonzalez, A. Montes, and A. Durham
NOES:	None
ABSENT:	Y. Mejia and J. Perez-Helliwell
ABSTAIN:	None

STAFF COMMUNICATIONS

T. Hou informed the Commission about the following items:

- Planning Commission Academy in March 2019; and
- Sexual Harassment Prevention training requirements; and
- Certified Election Results; and
- Vacancy on the dais

COMMISSION COMMENTS

None

PUBLIC STATEMENTS

None

ADJOURNMENT

Commissioner A. Montes moved to adjourn to **January 8, 2019**. Second by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES:	A. Montes, I. Gonzalez, and A. Durham
NOES:	None
ABSENT:	Y. Mejia and J. Perez-Helliwell
ABSTAIN:	None

7:01 P.M.

Planning Commission Secretary



MEETING DATE: January 8, 2019

COMMISSION CONSIDERATION:

1. CHAIRPERSON TO OPEN THE ITEM AND REQUEST STAFF REPORT
2. STAFF PRESENTS REPORT
3. COMMISSION QUESTIONS ON STAFF REPORT
4. OPEN THE PUBLIC HEARING
5. CLOSE THE PUBLIC HEARING
6. PLANNING AND PRESERVATION COMMISSION DISCUSSION
7. RECOMMENDED ACTION:

a. To Approve:

“I move to approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 and the Conditions of Approval attached as Exhibit “A” in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone.” (Roll Call Vote)

b. To Deny:

“I move to recommend denial of Conditional Use Permit 2018-007 and Site Plan Review 2018-048, based on the following...” (Roll Call Vote)

c. To Continue:

“I move to continue Conditional Use Permit 2018-007 and Site Plan Review 2018-048, to the following date...” (Roll Call Vote)

Moved: _____

Seconded: _____

Roll Call: _____

CONTINUED ITEM:
Conditional Use Permit 2018-007 and
Site Plan Review 2018-048



AGENDA REPORT

To: Planning and Preservation Commission Chairperson Durham and Commissioners

From: Timothy T. Hou, AICP, Director of Community Development
By: Gerardo Marquez, Associate Planner

Date: January 8, 2019

Subject: **Conditional Use Permit 2018-007**
Site Plan Review 2018-048
1661 San Fernando Road, San Fernando, CA 91340
(Los Angeles County Assessor's Parcel No: 2612-004-016)

Proposal: The proposed "Project" is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square feet commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square foot commercial building on a 30,000 square foot lot and is located on the northeastern corner of San Fernando Road and Meyer Street.

APPLICANT: Avetis Vardanyan
12922 Strathern Street, North Hollywood, CA 91605

RECOMMENDATION:

Staff recommends that the Planning and Preservation Commission ("Commission") approve Conditional Use Permit ("CUP") 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution No. 2018-010 (Attachment "A") and the Conditions of Approval attached as Exhibit "A" in order to allow for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District ("MUC") of the San Fernando Corridors Specific Plan Zone ("SP-5").

PROJECT OVERVIEW:

On November 11, 2018, Avetis Vardanyan (the "Applicant"), submitted a CUP application (Attachment "B") seeking the operation of a 4,096 square foot banquet hall within an approximately 6,270 square feet commercial building located in the MUC District. The Commission's approval of the requested CUP and Site Plan Review pursuant to Table 4.1 and

4.3 of SP-5 would allow for the operation of a the banquet hall use located within the MUC District.

The project site is approximately 30,000 square feet and is located on the northeastern corner of San Fernando Road and Meyer Street. The project site is currently improved with two commercial buildings. The commercial building for which the conditional use permit is being entitled for is a 6,270 square feet building. The subject site is bound by Meyer Street to the west, San Fernando Road to the south and Truman Street to the north. Currently the building is vacant. The site is fenced off and provides limited landscaping.

The project will provide approximately 4,096 square feet of banquet hall area. The remaining 2,174 square feet will be used for a 593 square foot foyer, 119 square foot office, 726 square feet kitchen and the remaining square footage shall be used for bathroom facilities. The attached site plan and floor plan of the Project Site shows the building footprints and layout of the parking (Attachment "C").

On December 4, 2018, the project was presented to the Commission. Upon staff's recommendation, the Commission opened the public hearing and continued the item to the next scheduled meeting of January 8, 2019. Immediately prior to the meeting, staff discovered that vehicular parking for the project site did not meet the minimum development standards. A prior site plan erroneously included 5 parking stalls along the perimeter of the site that did not exist due to required red curbs. The Commission continued the item in order to allow for the applicant and property owner to ensure that the project provides parking that meets the minimum parking calculations.

Pursuant to Table 4.3 of the SP-5 the parking requirement for banquet halls is established at 20 stalls per 1,000 square feet. Currently the banquet hall area of 4,096 square feet requires 82 parking stalls.

The project will provide 47 parking stalls, 28 onsite and 19 along the perimeter. Originally the project site was developed in 2015 to provide 50 parking stalls either off-street or along the perimeter of the site. Due to preexisting red-curb limitations that were not accounted for in the site plan for the original building construction, five parking stalls along the perimeter of the building did not exist and needed to be replaced. To meet this requirement for five additional parking stalls, the applicant has generated two additional off street stalls on site and added three more stalls to its off-site parking facility. The applicant submitted a revised site plan showing a parking layout which provides two additional off-street parking stalls for a total of 47 parking stalls. The stalls located on site are shared with the adjacent tenant, which operates as a government office processing center. The adjacent tenant has provided an agreement that identifies their hours of operation and as a condition of approval, the proposed banquet hall shall not operate during those hours.

The remaining 35 parking stalls needed to meet the parking requirements for the proposed banquet hall use shall be acquired through an off-site parking agreement. The off-site parking facility will be located at 1647 Truman Street which is located approximately 120 linear feet across the street north of the project site. This site shall provide the required 32 parking stalls necessary to meet the parking requirement for the banquet hall use as well as the additional 3 parking spaces to replace the remaining deficit of parking stalls lost due to red curbs to satisfy the original development requirements from 2015. The attached parking agreements shall be recorded with the Los Angeles County Registrar Recorder/County Clerk's Office prior to issuance of a certificate of occupancy (Attachment "D"). Also, as a condition of approval, valet parking shall be provided in order to ensure appropriate use of parking and deter unauthorized use of parking facilities.

BACKGROUND:

1. General Plan Land Use and Zoning Designation: The Project Site at 1661 San Fernando Road is located within the MUC of SP-5 and maintains a Multi-Use land use designation in the General Plan Land Use Element.
2. Site Location and Description: The Project Site is an approximate 30,000 sq. ft. or 0.69 acre parcel (Los Angeles County Assessor's Parcel No: 2612-004-016) along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned properties within the MUC District to the south, east, and west while to the north the zoning is designated as Workplace Flex District within SP-5. Parking for the project site consists of 47 parking spaces. 28 off-street parking stalls for the subject site are accessible from a driveway approach located off of Truman Street while the other 19 parking stalls are located on-street along the perimeter of the site.
3. Environmental Review: Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA.
4. Legal Notification: On November 21, 2018, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment E). In addition, on November 20, 2018, a public hearing notice was posted at the Project Site, at the two City Hall bulletins, and at the local branch of the Los Angeles County Library at 217 N. Maclay Avenue. Notices of the public hearing for this CUP and Site Plan Review request were also mailed to all property owners of record within 500 feet of the Project Site (Attachment E). Since the initial public hearing was continued to the next regularly scheduled meeting of January 8, 2019, no additional noticing was required.

5. Public Comments: As of the date of preparation of this staff report, a single comment was received from the public regarding this CUP and Site Plan Review for the project. The comments were addressed through the modification of the site plan and parking allocation, and a requirement for select green screening of building facades.

ANALYSIS:

1. General Plan Consistency. The requested CUP and Site Plan Review to allow for the operation of a 4,096 square foot banquet hall within a 6,270 square foot commercial building is consistent with the following goals and objectives of the San Fernando General Plan Land Use Element by:

(San Fernando General Plan Land Use Element, Pg. IV-6)

Objective:

- ✓ To attract new commercial activities.

Goals:

- ✓ To promoting economic viability of commercial areas.
- ✓ To maintaining an identity that is distinct from surrounding communities.

The City's General Plan Land Use Element designates the Project Site as Multi-Use land use area, as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. This division is designed to promote the effective mixture of uses and increase compatibility within this district and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. The applicant projects that during events the banquet hall will employ approximately 15 employees, not including vendors. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region.

2. Zoning Consistency. Pursuant to Table 4.1 of SP-5, the MUC District allows for a banquet hall operation as a conditionally permitted use. The approval of the requested CUP would allow for the banquet hall as an operation. Additionally, the Project site is surrounded by a mixture of industrial, commercial, and service uses. Currently surrounding the project site is a carwash business, retail convenience store, restaurants and a manufacturing business. The proposed development will not create a need for a variance from any development standards. In addition to the zoning consistency, aesthetic integrity was also taken into consideration and as a condition of approval any façade changes done to the building shall provide decorative landscaped green screens in order to soften the façade of the subject building. These decorative green screens shall be subject to approval from the Community Development Department.

3. Parking. Pursuant to Table 4.3 of SP-5, the parking standard for the establishment of a banquet hall use is established at 20 stalls per 1,000 square feet. The proposed 4,096 square foot banquet hall will require 82 parking stalls. Currently the project site includes 47 on-site parking spaces of the required 82. 28 off-street parking spaces are accessible from a driveway approach located off of Truman Street while the other 19 parking spaces are located on street along the perimeter of the site. The 47 stalls located on site are shared with the adjacent tenant which operates as a government office processing center. The adjacent tenant has provided an agreement that identifies their hours of operation and as a condition of approval, the proposed banquet hall shall not operate during those hours. The other 35 parking stalls shall be acquired through an off-site parking agreement for a site located within a ½ mile of the subject site. The off-site parking facility will be located at 1647 Truman Street which is located approximately 120 linear feet across the street north of the project site. In addition, these parking agreements shall be recorded along with the conditions of approval in order to assure that adequate parking is always provided. If any of these agreements are violated or discontinued, as a condition of approval, the applicant will have 30 days to provide qualifying parking to satisfy the parking standards. If the applicant fails to adhere to the parking standards then the entitlement shall be revoked.

Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the MUC District within SP-5.

4. Conditional Use Permit Findings. As the name implies, a CUP allows the City of San Fernando the ability to consider specified uses that might not otherwise be allowed as a principally permitted use if the landowner or applicant meets certain conditions of approval. The basic goal of the CUP is to allow the full range of land uses required for the community to function, while still giving the community some control over individual situations that could result in land use conflicts or negative environmental impacts. CUP's are important to land use planning because it allows the Commission to review the potential impacts associated with the discretionary review of the proposed development.

A CUP is subject to discretionary review by the Commission. Discretionary review is a process that permits the Commission to review individual cases for proposed uses of the land and approve a project subject to specific conditions or deny the CUP request. Conditions of project approval imposed on the applicant through the discretionary review process may call for any measures that are reasonably related to preventing potential adverse land use and environmental impacts that might be associated with the project.

Approval or denial of a CUP is based on the Commission's ability to be reasonably satisfied with the project and that it possesses certain characteristics that are identified in the form of 10 findings of fact, as required per City Code Section 106-145. All findings must be justified and upheld in the affirmative for approval of the CUP. A negative determination on any single finding is grounds for a denial of the CUP. Conditions of approval will also be

implemented to support these findings. Such conditions can include off-site parking of vehicles, surveillance, safety, property maintenance, and proper construction management practices as well.

It is City Planning Staff's assessment that the findings for approval of the CUP amendment can be made in this instance based on the aforementioned discussion, and as explained below for each of the required findings of fact.

a) The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.

Pursuant to Table 4.1 of SP-5, the MUC District allows for a banquet hall operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed banquet hall use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

b) The proposed use would not impair the integrity and character of the zone in which it is to be located.

The proposed development is located within the MUC District in the SP-5 Zone more specifically it is located on the northeastern corner of San Fernando Road and Meyer Street. The proposed development will not create a need for any variance from any development standards. Pursuant to The City's General Plan Land Use Element designates the Project Site within the Multi-Use land use area, as a location where future uses that are envisioned for the area include the operation of more than one type of activities, facilitating a mixture of commercial, office and residential uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Hours of operation will be included in the conditions of approval as well in order to mitigate congestion in and around the subject site. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

c) The subject site is physically suitable for the type of land use being proposed.

The proposed 4,096 square foot banquet hall uses within a 6,270 square foot commercial building is located on an approximately 30,000 square foot lot and is

located within the MUC District within the SP-5 Zone. The specific use will be located within a newly constructed currently vacant commercial building. Parking for the Project Site consists of 28 off-street parking spaces and 19 parking spaces located in street along the perimeter of the site. The remaining 35 required parking stalls shall be obtained through an off-site parking agreement. The additional parking site will be located within a ½ mile of the subject site and is an allowed method of meeting parking requirements within SP-5. Thus, it is staff's assessment that this finding can be made.

d) The proposed use is compatible with land uses presently on the subject property.

The project site is designated by The General Plan Land Use Element as Multi-Use. The proposed CUP to allow for a banquet hall use would be compatible with the present land use and represents a more optimal use. The development of this use will generate new business and jobs within the community while serving as a new venue for celebrations and formal gatherings. Thus, it is staff's assessment that this finding can be made.

e) The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

SP-5 designates the MUC District as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the Multi-Use land use area, where future uses envisioned for the area include the operation of similar mixture of activities.

The request to allow the banquet hall use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

f) There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

g) There would be adequate provisions for public access to serve the subject proposal.

The Project Site is an approximate 30,000 sq. ft. or 0.69 acre (Los Angeles County Assessor's Parcel No: 2612-004-016) parcel along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned properties within the MUC District to the south, east, and west while to the north the zoning is designated as Work Place Flex Zone within the SP-5. The subject site is accessible from a driveway approach located off of Truman Street. Thus, it is staff's assessment that this finding can be made.

h) The proposed use would be appropriate in light of an established need for the use at the proposed location.

Within the MUC District the operation of a banquet hall is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of a banquet hall is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the district allows. Approval of the CUP for the operation of a banquet hall helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active multi-use district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

i) The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.

The proposed banquet hall use is consistent with the objectives of the City's General Plan and maintains internal consistency in land use. Permitting for a banquet hall use to operate at the specific site helps meet the City's General Plan goal to foster growth (Sec. IV-6 of the General Plan), the applicant projects that during events the banquet hall will employ approximately 15 employees, not including vendors for private events. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region. Thus, it is staff's assessment that this finding can be made in this case.

j) The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.

The requested CUP to allow for a banquet hall use as established in the Development Standards of the MUC District of the SP-5 Zone will not be detrimental to the public

interest, health, safety, convenience of welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

CONCLUSION:

In light of the forgoing analysis, it is staff's assessment that Commission approval is warranted of CUP 2018-007 and Site Plan Review 2018-048. City Planning Staff recommends approval in order to allow for the operation of a 4,096 square foot banquet hall within the Mixed-Use Corridor District of the SP-5 Zone.

Based on the above findings, City Planning Staff recommends that the Commission approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048, pursuant to Planning and Preservation Commission Resolution 2018-010 and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment "A").

ATTACHMENTS:

- A. Planning and Preservation Commission Resolution 2018-010 and Exhibit "A": Conditions of Approval
- B. Conditional Use Permit Application – CUP 2018-007, Site Plan Review Application 2018-048
- C. Set of Plans, Site Photographs & Conceptual Rendering
- D. Parking Agreements for 1671 San Fernando Road and 1647 Truman Street
- E. Notice of Public Hearing Published in the *San Fernando Sun Newspaper* & Vicinity Map

RESOLUTION NO. 2018-010**A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO APPROVING CONDITIONAL USE PERMIT 2018-007 AND SITE PLAN REVIEW 2018-048 TO ALLOW FOR THE OPERATION OF A 4,096 SQUARE FOOT BANQUET HALL WITHIN A 6,270 SQUARE FOOT COMMERCIAL BUILDING IN THE MIXED-USE CORRIDOR DISTRICT WITHIN THE SAN FERNANDO CORRIDORS SPECIFIC PLAN LOCATED AT 1661 SAN FERNANDO ROAD**

WHEREAS, an application has been filed by Avetis Vardanyan, 12922 Strathern Street, North Hollywood, CA. 91605 (the "Applicant"), to request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District ("MUC") of the San Fernando Corridors Specific Plan Zone ("SP-5");

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to Table 4.1 of the San Fernando Corridors Specific Plan the Mixed-Use Corridor District would allow for a banquet hall operation as a conditionally permitted use. Pursuant to the San Fernando Corridors Specific Plan (SP-5) regarding development standards for the Mixed-Use Corridor District, the proposed use meets the minimum development standards. The approval of the requested CUP would allow for the location to offer a banquet hall use as an operation. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Mixed-Use Corridor District;

WHEREAS, the Planning and Preservation Commission has considered all of the evidence presented in connection with the Project, written and oral at the public hearing held on the 8th day of January 2019;

NOW, THEREFORE, BE IT RESOLVED that the Planning and Preservation Commission finds as follows:

SECTION 1: This project has been reviewed by the City for compliance with the California Environmental Quality Act (CEQA). Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA; and

SECTION 2: The Project is consistent with the objectives, policies, and general land uses and programs provided in the City's General Plan and the applicable development standards for Mixed-Use Corridor District within the SP-5 Zone; and

SECTION 3: Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-007 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval

regarding the operation of a warehouse building. The Planning and Preservation Commission (the “Commission”) findings are as followed:

- 1. The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.**

Pursuant to Table 4.1 of SP-5, the MUC District allows for a banquet hall operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed banquet hall use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff’s assessment that this finding can be made.

- 2. The proposed use would not impair the integrity and character of the zone in which it is to be located.**

The proposed development is located within the MUC District in the SP-5 Zone more specifically it is located on the northeastern corner of San Fernando Road and Meyer Street. The proposed development will not create a need for any variance from any development standards. Pursuant to The City’s General Plan Land Use Element designates the Project Site within the Multi-Use land use area, as a location where future uses that are envisioned for the area include the operation of more than one type of activities, facilitating a mixture of commercial, office and residential uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city’s standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Hours of operation will be included in the conditions of approval as well in order to mitigate congestion in and around the subject site. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff’s assessment that this finding can be made.

- 3. The subject site is physically suitable for the type of land use being proposed.**

The proposed 4,096 square foot banquet hall uses within a 6,270 square foot commercial building is located on an approximately 30,000 square foot lot and is located within the MUC District within the SP-5 Zone. The specific use will be located within a newly constructed currently vacant commercial building. Parking for the Project Site consists of 28 off-street parking spaces and 19 parking spaces located in street along the perimeter of the site. The remaining 35 required parking stalls shall be obtained through an off-site parking agreement. The additional parking site will be located within a ½ mile of the subject site and is an allowed method of meeting parking requirements within SP-5. Thus, it is staff’s assessment that this finding can be made.

- 4. The proposed use is compatible with land uses presently on the subject property.**

The project site is designated by The General Plan Land Use Element as Multi-Use. The proposed CUP to allow for a banquet hall use would be compatible with the present land use and represents a more optimal use. The development of this use will generate new business and jobs within the community while serving as a new venue for celebrations and formal gatherings. Thus, it is staff's assessment that this finding can be made.

5. The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

SP-5 designates the MUC District as a location where future uses envisioned for the area include the operation of more than one type of activity, facilitating a mixture of commercial, office and residential uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the Multi-Use land use area, where future uses envisioned for the area include the operation of similar mixture of activities.

The request to allow the banquet hall use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

6. There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

7. There would be adequate provisions for public access to serve the subject proposal.

The Project Site is an approximate 30,000 sq. ft. or 0.69 acre (Los Angeles County Assessor's Parcel No: 2612-004-016) parcel along the northeastern intersection of San Fernando Road and Meyer Street. The Project Site abuts similarly zoned properties within the MUC District to the south, east, and west while to the north the zoning is designated as Work Place Flex Zone within the SP-5. The subject site is accessible from a driveway approach located off of Truman Street. Thus, it is staff's assessment that this finding can be made.

8. The proposed use would be appropriate in light of an established need for the use at the proposed location.

Within the Mixed-Use Corridor District the operation of a banquet hall is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of a banquet hall is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the district allows. Approval of the

CUP for the operation of a banquet hall helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active multi-use district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

9. The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.

The proposed banquet hall use is consistent with the objectives of the City's General Plan and maintains internal consistency in land use. Permitting for a banquet hall use to operate at the specific site helps meet the City's General Plan goal to foster growth (Sec. IV-6 of the General Plan), the applicant projects that during events the banquet hall will employ approximately 15 employees, not including vendors for private events. This generates jobs within the City of San Fernando while helping maintain an identity within the area that is distinct from surrounding communities. The applicant has noted that they have 17 years of experience in the industry and operate three other locations within the Southern California Region. Thus, it is staff's assessment that this finding can be made in this case.

10. The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.

The requested CUP to allow for a banquet hall use as established in the Development Standards of the MUC District of the SP-5 Zone will not be detrimental to the public interest, health, safety, convenience of welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

BE IT FURTHER RESOLVED that based upon the foregoing, the Planning and Preservation Commission hereby approves Conditional Use Permit 2018-007, subject to the Conditions of Approval attached as Exhibit "A".

(SIGNATURE PAGE TO FOLLOW)

PASSED, APPROVED AND ADOPTED this 8th day of January 2019.

_____,
ALVIN DURHAM, CHAIRPERSON

ATTEST:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I, TIMOTHY T. HOU, Secretary to the Planning and Preservation Commission of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Preservation Commission and signed by the Chairperson of said City at a meeting held on the 8th day of January 2019; and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

EXHIBIT “A”
CONDITIONS OF APPROVAL

PROJECT NO. : **Conditional Use Permit 2018-007**
Site Plan Review 2018-048

PROJECT ADDRESS : 1661 San Fernando Road, San Fernando, CA 91340
(Los Angeles County Assessor’s Parcel No: 2612-004-016)

PROJECT DESCRIPTION : The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square feet commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Corridor District of the San Fernando Corridors Specific Plan Zone located at 1661 San Fernando Road.

The following conditions shall be made a part of the approval of the project, and shall be complied with in their entirety, as determined by the Community Development Department:

1. Conditional Use Permit Entitlement. The conditional use permit is granted for the land described in this application and any attachments thereto, as reviewed by the Planning and Preservation Commission on January 8, 2019, except as herein modified to comply with these Conditions of Approval.
2. Indemnification. The property owner and the project applicant, shall indemnify, protect, hold harmless and defend the City and any agency or instrumentality thereof, and/or any of its officers, employees and agents from any and all claims, actions, or proceedings against the City to attack, set aside, void, annul, seek monetary damages resulting from an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board or legislative body including actions approved by the voter of the City, concerning the entitlement application. City shall promptly notify both the property owner and developer of any claim, action, or proceeding to which this condition is applicable and shall further cooperate fully in the defense of the action. The City reserves its right to take any and all action the City deems to be in the best interest of the City and its citizens in regard to such defense. The property owner and developer shall defend, indemnify and hold harmless the City for all costs and fees incurred in additional investigation or study of, or for supplementing, redrafting, revising, or amending, any document (such as an environmental impact report or related environmental assessment) if made necessary through the initiation of the project.
3. On-Site and Off-Site Parking; Recordation of Parking Agreement. The Project requires a minimum of 82 parking stalls. Parking for the Project consists of 28 off-street parking spaces and 19 parking spaces located in the street along the perimeter of the Project site. The 28 off-street parking spaces and the 19 parking spaces located in the street along the perimeter of the Project site are shared with an adjacent government office tenant. Accordingly, the Projects hours of operation shall not overlap with the hours of operation for the adjacent governmental tenant. The remaining 35 required parking stalls shall be obtained through an off-site parking agreement. The off-site parking location(s) will be

located within a ½ mile of the subject site. Prior to the issuance of a Certificate of Occupancy, the applicant shall provide the Community Development Department with a conformed copy and proof that the Parking Agreement for the off-site parking spaces at 1647 Truman Street has been recorded with the Los Angeles Registrar Recorder/County Clerk's Office. If, the Applicant is in default of any required parking agreements or if any such agreements expire or are otherwise terminated, the applicant will have 30 calendar days to provide qualifying parking to satisfy the parking standards. If the applicant fails to adhere to the parking standards then this entitlement may be revoked by the City.

4. Off-Site Parking. Off-site parking will be used as employee parking in order to provide the maximum amount of on-site parking for patrons. Off-site parking will serve as overflow parking for the banquet hall use.
5. Valet Parking. Valet services shall be provided for all events in order to ensure safe and appropriate use of parking and deter unauthorized use of parking facilities.
6. Operation. All banquet activities shall be confined within the allocated 4,096 square feet of banquet hall area within the 6,270 square feet commercial building. The banquet hall shall host private events only.
7. Hours of Operation. The hours of operation shall be restricted to:
 - Monday – Friday 5:30 PM to 2:00 AM
 - Saturday – Sunday 12:00 PM to 2:00 AM
8. Signage. Any future proposed signage shall comply with the City's applicable sign regulation and shall require the submittal, review, and approval of a sign permit application prior to the placement or any signage on the property.
9. Surveillance. A security camera system shall be installed on the premises and shall be maintained in proper working order at all times. The security camera system shall be subject to inspection by the police department in the event of incident at or near the subject property. The system must be capable of producing retrievable images on film or tape that can be enlarged through projection or other means. The video or digital recordings generated by the system shall be maintained for a period of 30 days. Special security measures such as security guards, door monitors, and burglar alarms systems may be required as a condition of approval with final determination made by the chief of police and the chief planning official on a case-by-case basis.
 - a. On-site security by a licensed bonded security company shall be required during all events
10. Revocation. Violation of, or noncompliance with, any of these conditions of approval may constitute grounds for revocation of this conditional use permit, as provided below:
 - a. Upon the issuance of, and conviction for, three zoning violation citations;
 - b. The proposed banquet hall hosts events that are open to the public.
 - c. Where conditions and activities associated with the operation of the future tenant, as defined

herein, interfere with the quiet enjoyment of life and property in the neighborhood, or are or tend to be, injurious to health and safety of persons in the neighborhood. These include, but are not limited to the following:

- i. Excessive noise, noxious smells or fumes, loitering, littering, disturbing the peace, illegal drug activity, public vandalism, graffiti, lewd conduct, gambling, illegal parking, traffic violations, theft, assaults, batteries;
 - ii. Illegal sale, manufacture, storing, possession, distribution of illegal items; or,
 - iii. Police detention, citation, and/or arrests for these or any other unlawful activity attributed to the sale and/or consumption of illegal items declared by the City to be a public nuisance;
- d. Where activities associated with a banquet hall use are not being executed.
- i. Project is not a nightclub and operation as such would constitute grounds for revocation
- e. Where parking agreements are no longer applicable in which case the operator of the banquet hall shall have a period of 30 days to provide recordation of a new parking agreement or proof that parking requirements are satisfied.
11. Lighting. Adequate lighting shall be provided within the parking lot of the subject property. All exterior lighting shall be decorative cut-off fixtures (where no light is emitted above the horizontal plane) with the light source fully shielded or recessed to preclude light trespass or pollution up into the night sky. Also, any building-mounted luminaries shall be attached to walls or soffits, and the top of the fixture shall not exceed the height of the roof. All proposed light fixtures shall be designed in a manner that is consistent with the overall design of the building and shall not disturb or create glare towards neighboring properties. In addition, any decorative uplighting, such as those that illuminate building facades or landscaping, shall be operated on timers that turn off illumination no later than 2:00 AM. The Community Development Department shall review and approve all light fixtures prior to installation. In addition, all lighting shall also comply with the following requirements:
- a) The equivalent of one foot-candle of illumination shall be provided throughout the parking area;
 - b) All lighting shall be on a time-clock or photo-sensor system;
 - c) All lighting shall be designed to confine direct rays to the premises. No spillover beyond the property line shall be permitted; and,
 - d) All lighting shall consist of metal halide, LED type lighting or similar. Illumination shall not include low or high pressure sodium lighting.
12. Property Maintenance. The subject site and its immediate surrounding area shall be maintained in a clean, neat and orderly manner at all times and shall comply with the property maintenance standards as set forth in the San Fernando City Code.
13. Landscape. All proposed on-site and off-site plantings shall be kept in a healthy and growing

condition, consistent with the design of a landscaping and irrigation plan approved by the Community Development Department. Fertilization, cultivation, tree pruning shall be a part of regular maintenance. Good horticultural practices shall be followed in all instances. The landscape design shall be further refined as necessary to improve the level of design quality by focusing on important design principles. Further landscape design refinements shall address, but not be limited to, the following:

- a) The landscaping shall be provided with an appropriate low-maintenance landscape design and material selection that is attractive, durable and drought-tolerant. All proposed landscaping shall be arranged to emphasize visual attractiveness as viewed from the public right-of-way.
 - b) All proposed landscaped areas shall be served by well-balanced automatic irrigation system operated by an electrically timed controller station set for early morning irrigation and maintained in a manner consistent with the approved landscape plan. The final landscaping/irrigation plan shall identify the size and location of all landscape materials and irrigation equipment. Water conservation measures shall be incorporated in the irrigation plan;
 - c) The landscape plan shall provide specifications for the following: design of hardscape elements, including pedestrian walkways, paved areas, common areas, seating, landscape planters, lighting, etc.; planting materials, including, trees, shrubs, ground cover, grass, miscellaneous plant materials, landscape containers and soil preparation; and, automatic irrigation plans, including materials and details;
 - d) Vacated doors, landings, windows and ramps shall be removed and replaced with adequate landscaping and window fixtures. Windows that are screened from the inside shall be required to provide a green screen landscaped wall on the exterior façade in order to maintain balanced and aesthetic appealing design quality. The implementation of these design features will be subject to review by the Community Development Department.
14. Mechanical and Utility Equipment. All ground mounted mechanical and utility equipment, including but not limited to transformers, terminal boxes, risers, backflow devices, gas meters, electric meters, meter cabinets, and heating, ventilation, and air conditioning (HVAC) units shall be screened from public view and treated to match the materials and colors of the building. All Electrical service facilities and equipment on or adjacent to the site shall be planned and located, relocated or modified in a manner consistent with Southern California Edison Company guidelines to minimize human exposure to electromagnetic fields on the site and on adjacent properties, and with any other applicable requirements or guidelines of the California Public Utilities Commission or any other agency with jurisdiction, unless otherwise specified by the Community Development Department. All mechanical and utility equipment locations and screening/treatment shall be approved by the Community Development Department prior to installation or modification.
15. Utilities. Unless otherwise approved by the Community Development Department, all utilities shall be located underground. The applicant shall comply with all applicable requirements or guidelines of any relevant utility company, the California Public Utilities Commission, or any other agency with jurisdiction, relating to construction and/or occupancy of structures in proximity to any over-head or underground utility lines which are adjacent to or extend through the subject property, unless otherwise specified by the Community Development Department. Applicant shall provide any utility

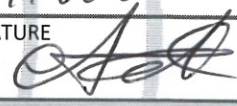
easements as necessary.

16. SCAQMD. South Coast Air Quality Management District ("SCAQMD") must be contacted prior to any demolition or renovation. Call (909) 396-2000 for further information. Failure to comply with the provisions of Rule 1403 may result in a penalty of up to \$25,000 per day. Once approval from SCAQMD has been obtained, a City of San Fernando Demolition Permit is required for any existing buildings or structures which are to be demolished and must be obtained prior to any work commencing.
17. Surface Runoff. All requirements of the National Pollutant Discharge Elimination System (NPDES) shall be complied with and an NPDES permit, including but not limited to the installation of any required clarifiers and/or on-site infiltration system, must be obtained prior to any occupation or use of the site. During construction, the project site shall comply with all applicable Best Management Practices (BMPs).
18. Construction Hours. Construction activity on Mondays through Fridays shall comply with the current San Fernando City Code standards for construction of 7:00 a.m. to 6:00 p.m. In addition, any construction on Saturday shall be from 8:00 a.m. to 6:00 p.m. Unless otherwise allowed in the City's Noise Ordinance, no construction shall be allowed on Sundays and Federal Holidays.
19. Graffiti Removal. Unless otherwise specified in the conditions of approval, the property owner(s), operator and all successors shall comply with the graffiti removal and deterrence requirements of the San Fernando City Code. The property owner(s), operator and all successors shall provide for the immediate removal of any graffiti vandalism occurring on the property and, where applicable, the restoration of the surface on which the graffiti exists. Such restoration shall entail repainting or refinishing of the surface with a color or finish that matches the color or finish of the remaining portions of the structure being painted, and including treatment of the surface or site with measures to deter future graffiti vandalism as approved or required by the community development department. Property owner(s), operator and all successors shall maintain an additional stock of exterior paints and finishes for immediate execution of graffiti removal. Unless removed by the property owner or their designee within the specified time frame required by city code, property owner(s), operator and all successors shall grant the right of access to authorized agents of the City of San Fernando to remove graffiti from any surface on the property that is open and accessible from city property or public right-of-way, at the expense of the owner(s) or operator and all successors.
20. Site Inspections. The Community Development Department shall have the authority to inspect the site to assure compliance with these conditions of approval. The applicant and all successors shall grant the right of access to authorized agents of the City of San Fernando to conduct periodic inspections of the property.
21. Modifications. Unless the chief planning official deems a proposed change to the approved plans and operation a minor modification, any and all other modifications to the development plan, including these conditions of approval, shall require review and approval by the Planning and Preservation Commission. Expansion or enlargement of the business activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.
22. Acceptance. Within thirty (30) days of approval of this conditional use permit, the applicant or their

duly authorized representative shall certify the acceptance of the conditions of approval by signing a statement using an acceptance affidavit form provided by the City of San Fernando that acknowledges acceptance of and commitment to adhere to all of the conditions of approval.

23. Recordation. The applicant shall provide the Community Development Department with proof that the conditions of approval have been recorded with the Los Angeles Registrar Recorder/County Clerk's Office.
24. Building Code Requirements. The applicant shall comply with all applicable building and construction requirements of the City of San Fernando's building codes, as specified by the City's Community Development Department.
25. Public Works Checklist: The applicant shall comply with the requirements for subdivision of the site as listed in the attached "Public Works Department Development/Improvement Review Checklist."
26. Public Review of Conditions of Approval. A copy of these conditions of approval shall be retained on-site at all times during the hours of operation of the industrial building and shall be made available for viewing upon public request or upon request by any city official. Employees of the business shall not prohibit a request of the public to view the conditions of approval for this entitlement.
27. Expiration. This conditional use permit shall become null and void unless exercised by obtaining building permits to implement the construction granted by this entitlement within twelve (12) months of final approval. Additional time in increments of six (6) months at a time may be granted, at the discretion of the Community Development Department Director.

CONDITIONAL USE PERMIT APPLICATION

PROJECT INFORMATION			
SITE ADDRESS(ES) 1661 SAN FERNANDO RD			
ASSESSORS PARCEL NUMBER(S) "APN" APN 2612-004-016			
LOT SIZE 30,000 SF		EXISTING BUILDING (SQUARE FOOTAGE) 6270 SF	
PROPOSED ADDITION (SQUARE FOOTAGE) 0		TOTAL PARKING SPACES (ON-SITE/OFF-SITE) 50	
PROPOSED USE(S) BANQUET HALL		LANDSCAPING (SQUARE FOOTAGE) EXISTING	
PROJECT DESCRIPTION/TYPE OF CONDITIONAL USE PERMIT REQUEST <i>Include any additional information on separate sheet and attach to the back of this application</i> BANQUET HALL.			
APPLICANT INFORMATION			
APPLICANT NAME AVETIS VARDANYAN		PHONE NUMBER 818 314 8283	
MAILING ADDRESS 12922 Strathern St N. Hollywood CA 91605			
FAX NUMBER	EMAIL ADDRESS info@avantibang.net.com	SIGNATURE 	
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME TJK TRUMAN, LLC		PHONE NUMBER 818 833 7730	
MAILING ADDRESS 13161 TELFAIR AVE SYLVANA, CA 91342			
FAX NUMBER	EMAIL ADDRESS	SIGNATURE	
FOR OFFICE USE ONLY			
CUP APPLICATION \$ 3,891.20	ZONE SPS MUC	GENERAL PLAN AREA	FILE NUMBER
AIMS SURCHARGE \$ 389.12	DATE FILED 11/16/18		CUP NO. 2018-007
ENVIRONMENTAL \$ 204.00	ACCEPTED BY GM		AIMS NO.
NOTIFICATION \$ 120.00			
PUBLISHING \$ 600.00			
TOTAL FEE \$5,204.32			
COMMENTS		CROSS REFERENCE	
		SPR NO. 2018-048	
		VAR NO.	
		OTHER	

ENVIRONMENTAL INFORMATION FORM (APPLICANT)

GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

AUETIS VARDANYAN

2. ADDRESS OF PROJECT

1661 SAN FERNANDO RD

3. ASSESSOR'S BLOCK AND LOT NUMBER

2612-004-016

4. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

AUETIS VARDANYAN

5. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

6. EXISTING ZONING DISTRICT

7. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

BANQUET HALL

PROJECT DESCRIPTION

8. SITE SIZE

30,000

9. SQUARE FOOTAGE

6270

10. NUMBER OF FLOORS OF CONSTRUCTION

1

11. AMOUNT OF OFF-STREET PARKING PROVIDED

50

12. PROPOSED SCHEDULING

13. ASSOCIATED PROJECTS

N/A

14. ANTICIPATED INCREMENTAL DEVELOPMENT

15. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

N/A

16. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

COMMUNITY BASED BANQUET HALL

17. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

PROJECT DESCRIPTION (CONTINUED)

18. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED

ENVIRONMENTAL SETTING *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

19. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.

20. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

ENVIRONMENTAL IMPACT *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

21. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
22. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
23. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
24. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
25. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
26. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
27. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
28. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
29. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
30. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
31. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
32. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CERTIFICATION *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME <i>Aretis Vardanyan</i>	APPLICANT SIGNATURE <i>[Signature]</i>	DATE <i>10/5/18</i>
-------------------------------------------	-------------------------------------------	------------------------

FINAL REVIEW PROCESS

- Step 8** Planning Division determines required process for final project approval.
- Step 9** If the project does not require any other review or approvals, the project may be submitted to the Building Division for Plan Checking (skip to step 11). However, if the project requires Planning Commission (i.e., Conditional Use Permit, Variance, General Plan Amendment, Zone Change, and Subdivision) or Redevelopment Agency approval, proceed to next step.
- Step 10** Submit **two (2)** sets of site plan, conceptual landscape plan, floor plan, roof plan, and elevation drawings to the Planning Division accompanied by the City-provided application and required filling fee (to include environmental fee).
- Step 11** Planning Division schedules the project to be reviewed by the appropriate hearing body. If approved, the plans, with any required revisions, may be submitted to the Building Division for Plan Checking. **(Approximately 3 weeks).**

PLAN CHECKING AND PERMIT ISSUANCE

- Step 12** Applicant submits **two (2)** sets of complete construction plans and documentation to the Building Division with the required Plan Check fee. Prior to acceptance by the Building Division, the Planning Division shall review the plans to ensure that they include any and all requested revisions. Building Division routes plans to other Departments and/or Divisions for review and approval. **(Approximately 3 weeks).**
- Step 13** The plans are reviewed for compliance with applicable City and State Uniform Building and Fire Codes. If any deficiencies are noted, the plans must be corrected and resubmitted to the Building Division for further review. However, if the plans are approved or approved with conditions, building permits may be obtained.
- Step 14** Once the plans have received Building Division approval and all other Division and Department (i.e., Planning, Public Works, Fire, etc.) approvals, building permits may be issued. The building permit fee is based on the valuation of the proposed development. This is determined by the type of construction and cost per square foot as adopted in the City's fee schedule. Also, any Public Works fees must be paid at this time. Additionally, the applicant is required to pay a school fee (\$x.xx/sq. ft. of building area) to the Los Angeles Unified School District. Upon completion of construction a Certificate of Occupancy will be granted.

Decisions of City Staff may be appealed to the Planning Commission. Additionally, decisions of the Planning Commission are appealed to the City Council. Appeals must be filed with the City Clerk within ten (10) days of the decision. The fee to appeal a decision is ½ the application fee. The City's Planning Division will coordinate the entire development review process.

PROPOSED DEVELOPMENT REVIEW CHECKLIST *The following checklist will aid the Planning Division in determining the level of review required for the proposed development submittal.*

Does the project propose new, altered, or the replacement of any of the following:

Electrical, mechanical, and/or plumbing fixtures and systems	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Roofing material (no structural changes to roof design)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Change of window(s) (not materially altering the appearance or character of the structure)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose <u>any</u> interior alterations (does not increase square footage or building height)?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Does the project propose new landscaping and/or hardscaping (including plant materials, driveways, walkways, and planters)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the removal of any mature trees?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new and/or additional business identification signage?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Does the project propose any new wall or fence construction?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project proposal require any building demolition?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the construction of any carport or garage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

PROPOSED DEVELOPMENT REVIEW CHECKLIST (CONTINUED)

Does the project propose to enclose a porch or staircase?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a new and/or additional deck, patio cover, or trellis?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is the project proposed on a vacant parcel of land?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is an accessory dwelling unit proposed?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new residential, commercial, industrial, or institutional buildings?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is any proposed accessory structure greater than 400 square feet?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an additional residential unit in an existing residential development?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a primary residential building that will be larger than the average of structures in the immediate vicinity in the same zone?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is <u>any</u> change in use proposed (i.e.: residential to commercial, single-family to multi-family, etc)?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Will the proposal expand or intensify a current land use?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include a façade improvement that would compromise or significantly alter the original character of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an addition greater than 50% of the existing square footage of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Will the proposal increase vehicular traffic resulting in a change of traffic volume or patterns in the area, parking, noise, lighting, etc.?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include <u>any</u> addition in square footage to a commercial, industrial, or institutional building?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

SITE PLAN SUBMITTAL REQUIREMENTS – CONTENT OF THE SITE PLAN

The site plan shall indicate clearly and will full dimensions the following information:

- (1) Lot dimensions, setbacks, yards, and open space.
- (2) Existing and proposed buildings and structures, including location, size, height, number of stories, proposed use, and location of doors.
- (3) Distance between proposed structure and any off-site structure located within 10 feet of the property line on adjacent lots.
- (4) Walls, fences, and landscaping: location, height, and materials.
- (5) Off-street parking: location, dimensions of parking area, number of spaces, arrangement of spaces, and internal circulation pattern.
- (6) Access: pedestrian, vehicular, service; and definitions of all points of ingress and egress.
- (7) North arrow, scale, and site address.
- (8) Loading areas: location, dimensions, number of spaces, internal circulation, and access from public streets.
- (9) Lighting: including general nature, location, and hooding devices.
- (10) Existing and proposed off-site improvements: including location of utility poles, fire hydrant, street lights, street trees, parkway landscape, and water meter.
- (11) Landscaping: including existing mature trees and proposed trees and plant materials.
- (12) Outdoor storage and activities if permitted in the zone: including type, location, and height of screening devices.
- (13) Drainage and grading plan.
- (14) Such other data as may be required to assist the planning director to act on the plan.

APPLICANT INFORMATION	
APPLICANT NAME <i>Avetis Vardanyan</i>	PHONE NUMBER <i>(818) 314-8283</i>
MAILING ADDRESS <i>12922 Strathern St N. Hollywood</i>	<i>818 314 5554 KAPO CA 91605 CAU *</i>
EMAIL ADDRESS <i>Avetis23@yahoo.com</i>	FAX NUMBER
PROJECT INFORMATION	
SITE ADDRESS <i>1661 San fernando rd. San fernando CA 91340</i>	
REQUEST (WHAT IS BEING APPLIED FOR) <i>PROPOSED BANQUET HALL</i>	
ASSESSORS PARCEL NUMBER(S) "APN" <i>2612-004-016</i>	
BUILDING SIZE <i>6270</i>	
BUILDING ADDITION (IF ANY) <i>Ø</i>	
PARKING AVAILABLE (NUMBER) <i>50 PLUS off SITE AT 942 TRUMAN ST</i>	
LANDSCAPING PROVIDED (IN SQUARE FEET) <i>EXISTING</i>	
PROPERTY OWNER INFORMATION	
PROPERTY OWNER NAME <i>Jzk Truman LLC</i>	PHONE NUMBER <i>818-833-7130</i>
MAILING ADDRESS <i>13161 Telfair Ave Sylmar, CA 91348</i>	
EMAIL ADDRESS <i>jortega@pearsondentel.com</i>	FAX NUMBER <i>818-833-7719</i>
SIGNATURES	
APPLICANT SIGNATURE <i>[Signature]</i>	PROPERTY OWNER SIGNATURE <i>[Signature]</i>
FOR OFFICE USE ONLY	
DATE FILED <i>11/16/18</i>	ACCEPTED BY <i>G.M.</i>
CASE NO. <i>SPR 2018-048</i>	ZONING <i>MUC (SP-5)</i> GPA

ENVIRONMENTAL INFORMATION FORM (APPLICANT)

GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

AUTIS VARDANYAN

2. ADDRESS OF PROJECT

1661 San Fernando Rd

ASSESSOR'S BLOCK AND LOT NUMBER

2612-044-016

3. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

AUTIS VARDANYAN 12922 Strathern st N. Hollywood CA 91605

4. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

N/A

5. EXISTING ZONING DISTRICT

6. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

PROPOSED BANQUET HALL.

PROJECT DESCRIPTION

7. SITE SIZE

~~8270~~ 30000

8. SQUARE FOOTAGE

6270

9. NUMBER OF FLOORS OF CONSTRUCTION

ONE

10. AMOUNT OF OFF-STREET PARKING PROVIDED

~~35 offsite at 9427 Rowland St~~

11. PROPOSED SCHEDULING

N/A

12. ASSOCIATED PROJECTS

N/A

13. ANTICIPATED INCREMENTAL DEVELOPMENT

N/A

14. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

N/A

15. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

16. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

17. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS

PROJECT DESCRIPTION (CONTINUED)

18. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS
OUR OPERATIONS WILL INVOLVE LOCAL BUSINESSES LIKE FLOWER SHOPS, PASTRYS AND *Employee*
19. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED
SEE ATTACHEMENT "A"

ENVIRONMENTAL SETTING *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

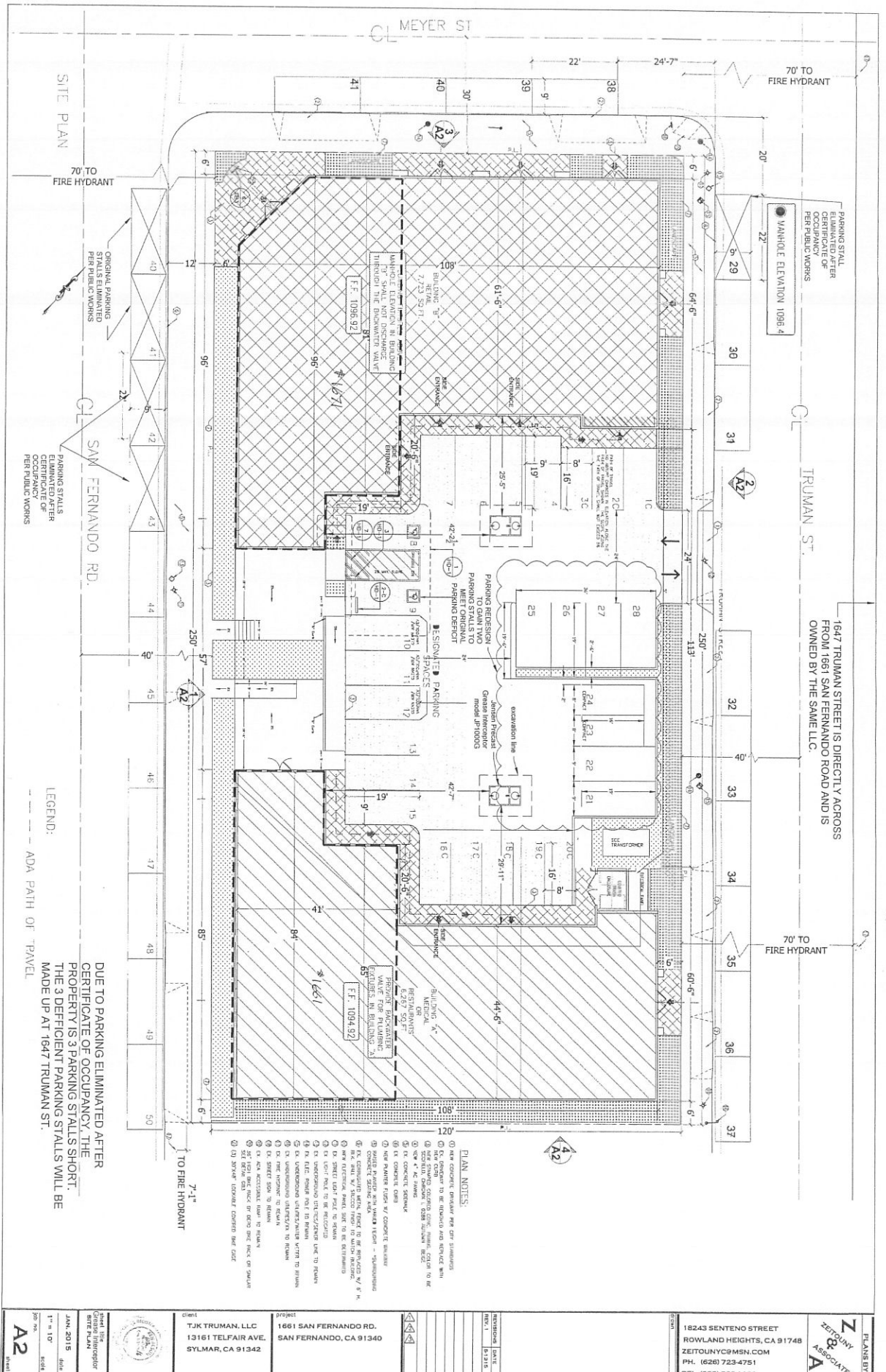
20. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.
21. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

ENVIRONMENTAL IMPACT *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

- | | | |
|---------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------|
| 22. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 23. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 24. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 25. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 26. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 27. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 28. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 29. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 30. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 31. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 32. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 33. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |

CERTIFICATION *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME <i>Aretis Vardanyan</i>	APPLICANT SIGNATURE <i>[Signature]</i>	DATE <i>11/16/2018</i>
-------------------------------------------	-------------------------------------------	---------------------------



18243 SENTENO STREET
ROWLAND HEIGHTS, CA 91748
ZEITOUNY@GMAIL.COM
PH. (626) 723-4751
CEL (323) 892-1168

1661 SAN FERNANDO RD.
SAN FERNANDO, CA 91340

Client
TJK TRUMAN, LLC
13161 TELFAIR AVE.
SYLMAR, CA 91342

Project
1661 SAN FERNANDO RD.
SAN FERNANDO, CA 91340

Drawn by
JAN 2015
1" = 10'
A2



View off of Truman



View off of San Fernando Road



Proposed rendering of future tenant improvement

20135 Lakeview Center Plaza
Suite 300
Ashburn, VA 20147
Telephone (703) 231-8438



10/29/2018

To whom it may concern

As the tenant at 1671 San Fernando Road, San Fernando, I would like to confirm that our co-tenant may use all available spots in the Project outside of our normal business hours of operations (8 AM to 4 PM, Monday through Friday), provided they do not interfere with our business in any way.

Thank you.

Regards,

A handwritten signature in black ink, appearing to be "Hal Miller", with a stylized, sweeping flourish extending to the right.

Hal Miller
Senior Facilities Manager
USCIS Application Support Center Program

JZK TRUMAN LLC. 13161 TELFAIR AVE. SYLMAR, CA 91342
Tel : (818) 833-7730 Fax: (818) 833-7719

December 17, 2018

RE: Parking Spaces 1647 Truman St. San Fernando, CA

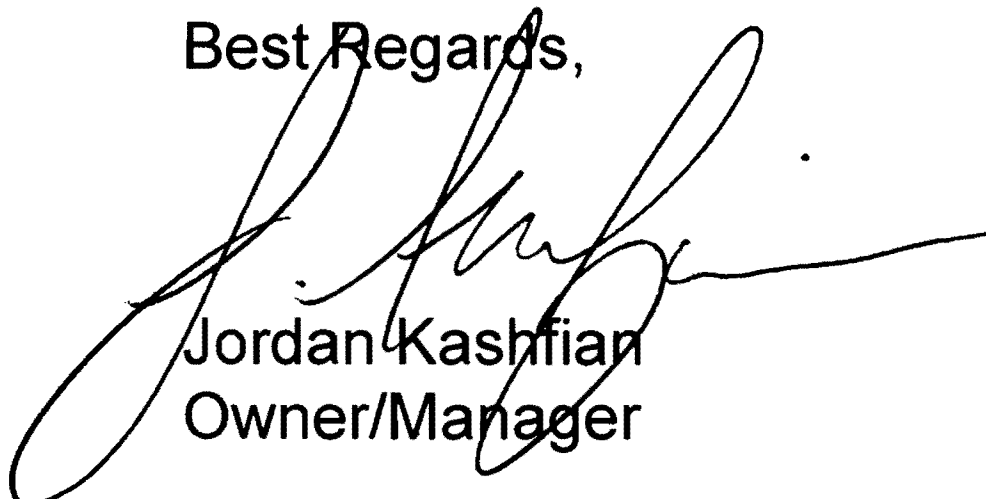
To whom it may concern,

JZK Truman LLC, owner of the building located at 1647 Truman St., San Fernando, CA 91342 is giving permission to Avanti Banquet Hall to use at least 35 parking spaces located at the above mentioned address outside of our normal business hours of operations. The 35 spaces are in addition to the (3) three parking spaces that have been contributed to 1661 San Fernando Road under a separate agreement.

Parking availability: Monday – Friday (5:30PM to 2:30AM.)
Saturday – Sunday all day parking.

This agreement can be terminated with a 30 day written notice from either party or if property is sold this agreement will automatically become null and void.

Best Regards,



Jordan Kashfian
Owner/Manager

SPRR Right of Way

1647 Timpan Street
(E) 41, 3655 Manufacturing Building
(square footage per LA County Assessor)

Parking Needed: 55 (1 space per 750sf)
(per SP5 adopted 1/2/20/2017)

Parking Provided:
On Site: 17 Single Stalls
1 Accessible Stall
30 Stalls in Tandem
On Street: 11 Stalls

Total Parking Provided: 59 (4 Stalls Surplus)

Truman Street

- 1661 SAN FERNANDO ROAD IS DIRECTLY ACROSS TRUMAN STREET.

PARKING STALLS NEEDED FOR
1661 SAN FERNANDO ROAD TO
SATISFY LOSS OF PARKING

1647 TRUMAN STREET, SAN FERNANDO, CA 91340

Parking Plan

100

1647 TRUMAN ST
SAN FERNANDO
CALIFORNIA 91340

DRAWN BY:
IAN FITZSIMMONS
653 N. HUNTINGTON ST
SAN FERNANDO
CALIFORNIA 91340

INVEST@T29134062MAIL.COM

8/9/2018	A
----------	---

SHEET NUMBER JOB NUMBER

A1

JOB NUMBER _____
DATE _____
SCALE _____



**NOTICE OF A
PUBLIC HEARING**
THE CITY OF SAN FERNANDO PLANNING AND PRESERVATION COMMISSION

A public hearing on this matter and associated potential environmental impacts, if any, will be conducted by the City of San Fernando Planning and Preservation Commission on:

DATE: December 4, 2018

TIME: 6:30 p.m.

HEARING LOCATION: City Hall Council Chambers, 117 Macneil Street, San Fernando, CA 91340

PROJECT LOCATION: 1661 San Fernando Road, San Fernando, CA
(Los Angeles County Assessor's Parcel No: 2612-004-016)

APPLICATION: Conditional Use Permit 2018-007 and SPR 2018-048

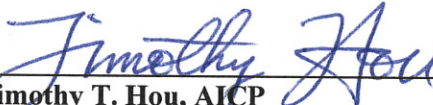
PROJECT DESCRIPTION:

The project consists of a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a banquet hall within a 6,270 square foot commercial building which would provide approximately 4,096 square feet of banquet hall area within the Mixed-Use Commercial District of the San Fernando Corridors Specific Plan Zone. The project site is currently improved with another 7,723 square foot commercial building on a 30,000 square foot lot and is located on the southwestern corner of San Fernando Road and Meyer Street.

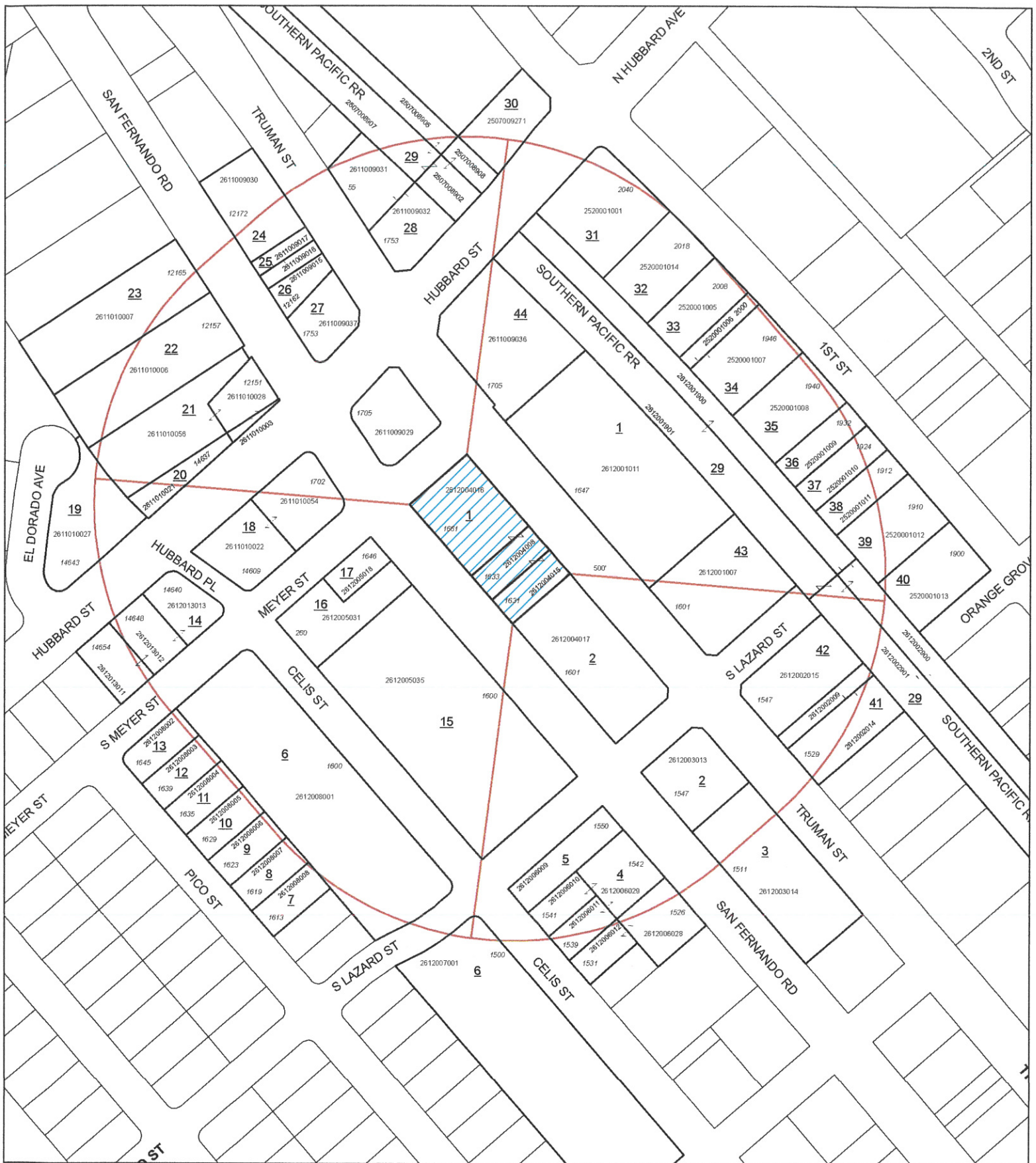
Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA. Members of the public are invited to submit written comments regarding said report by or before the close of the public hearing. Written responses received by noon, November 29, 2018 will be included with the staff report for review by the Commission.

Interested members of the public may also provide verbal comments or written comments regarding any aspect of the proposed project (including the environmental documents referenced above) during the public comment portion of the public hearing on this matter. Please note that interested parties who may later wish to appeal or otherwise challenge any findings made or action taken by the Planning and Preservation Commission may be limited to appealing or challenging only those issues or concerns that were raised orally or in writing by or before the close of the public hearing conducted by the Planning and Preservation Commission.

For further information regarding this proposal, please contact Gerardo Marquez, Associate Planner at (818) 837-1540 or gmarquez@sfcity.org or by written correspondence to: City of San Fernando, Community Development Department, 117 Macneil Street, San Fernando, CA 91340-2993.



Timothy T. Hou, AICP
Director of Community Development



Map Prepared by:

Leon Mapping & GIS Services
15031 Chatsworth St. Ste 17
Mission Hills, CA 91345
818-235-7648
leonmapping@hotmail.com
www.lamapmaps.com

1661 SAN FERNANDO RD

CONDITIONAL USE PERMIT

500' RADIUS

1 inch = 100 feet

DATE: 11/15/2018
UPDATE: _____

1 TO 45 OWNERS
70 PARCELS

CASE #
USES: FIELD

CONTACT: AVETIS VARDANYAN
818-314-8283





MEETING DATE: January 8, 2019

COMMISSION CONSIDERATION:

1. CHAIRPERSON TO OPEN THE ITEM AND REQUEST STAFF REPORT
2. STAFF PRESENTS REPORT
3. COMMISSION QUESTIONS ON STAFF REPORT
4. OPEN THE PUBLIC HEARING
5. CLOSE THE PUBLIC HEARING
6. PLANNING AND PRESERVATION COMMISSION DISCUSSION
7. RECOMMENDED ACTION:

a. To Approve:

“I move to approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047, pursuant to Planning and Preservation Commission Resolution No. 2019-001 and the Conditions of Approval therein as Exhibit “A” in order to allow for the operation of a bus yard within a 48,937 square foot industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code ...(Roll Call Vote)

b. To Deny:

“I move to deny Conditional Use Permit 2018-009 and Site Plan Review 2018-047, based on the following...” (Roll Call Vote)

c. To Continue:

“I move to continue Conditional Use Permit 2018-009 and Site Plan Review 2018-047, to the following date...” (Roll Call Vote)

Moved:_____

Seconded:_____

Roll Call:_____

**NEW BUSINESS ITEM 1:
Conditional Use Permit 2018-009 and
Site Plan Review 2018-047**



AGENDA REPORT

To: Planning and Preservation Commission Chairperson Durham and Commissioners

From: Timothy T. Hou, AICP, Director of Community Development
By: Gerardo Marquez, Associate Planner

Date: January 8, 2019

Subject: **Conditional Use Permit 2018-009**
Site Plan Review 2018-047
720 Jessie Street, San Fernando, CA 91340
(Los Angeles County Assessor's Parcel No: 2515-009-015)

Proposal: The proposed "Project" is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code.

APPLICANT: Ivan Lara,
McCormick Compliance Consulting, o.b.o. Big Bus Tours
555 W Fifth Street 35th Floor, Los Angeles, CA 90013

RECOMMENDATION:

Staff recommends that the Planning and Preservation Commission ("Commission") approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047, pursuant to Planning and Preservation Commission Resolution No. 2019-001 (Attachment "A") and the Conditions of Approval attached therein as Exhibit "A" in order to allow for the operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code ("M-1").

PROJECT OVERVIEW:

On December 12, 2018, Ivan Lara (the "Applicant"), submitted a CUP application (Attachment No. "B") seeking the operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of up to 18 tour buses within the M-1 Limited Industrial Zone.

The project site is a 72,000 square foot lot currently improved with a 48,937 square foot industrial building. Per Code Section 106-583 of the San Fernando Municipal Code, such use is permitted subject to approval of a conditional use permit in the M-1 Limited Industrial Zone. The project site is currently vacant, fenced off, and provides limited landscaping.

The project will provide vehicle storage for up to 18 tour buses as well as ancillary minor bus repair and office space. There will be no exterior additions or modifications to the building. All of the tour bus vehicles shall be stored within the building as a condition of approval. No outdoor storage of buses shall be allowed. The attached site plan and floor plan of the Project Site shows the building footprints and layout of the parking (Attachment “C”).

The Commission’s approval of the requested CUP and Site Plan Review pursuant to Code Section 106-583 would allow for the operation of a bus yard within a 48,937 square feet industrial building for the storage of 18 tour buses. The applicants are an open top double decker sightseeing bus company that operates in 20 cities worldwide. They will provide sightseeing tours of Hollywood attractions and local beaches. Their Buses and a small team of staff will be based at this facility. The open top buses are like convertible cars, so the applicant always seeks to store them under cover. The company employs a total of 50 to 60 employees depending on the season. One-third of the total staff will operate out of this Jessie Street site, while the rest of the team will operate out of their Hollywood facility.

BACKGROUND:

1. General Plan Land Use and Zoning Designation: The Project Site at 720 Jessie Street is located within the Limited Industrial Zone and maintains a Light Industrial land use designation in the General Plan Land Use Element.
2. Site Location and Description: The Project Site is an approximately 72,000 sq. ft. or 1.65 acres (Los Angeles County Assessor’s Parcel No: 2515-009-015) parcel along the eastern side of Jessie Street, north of Fifth Street and just south of Glenoaks Boulevard. The Project Site abuts similarly zoned properties within the M-1 Limited Industrial Zone to the north, south, east, and west. Parking for the project site consists of 65 onsite parking spaces. These parking spaces will not be used by the applicant for the purposes of parking tour buses. Parking for the subject site is accessible from an approximately 30 foot wide driveway approach located off of Jessie Street. There is a reciprocal ingress and egress easement that is recorded on the property (Attachment “D”). This easement provides shared use of the driveway approach for the subject site as well as the adjacent lot just north.
3. Environmental Review: Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA.
4. Legal Notification: On December 27, 2018, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment “E”). In addition, on December 27, 2018, a public hearing notice was posted at the Project Site, at the two City Hall bulletins, and at the local branch of the

Los Angeles County Library at 217 N. Maclay Avenue. Notices of the public hearing for this CUP and Site Plan Review request were also mailed to all property owners of record within 500 feet of the Project Site.

5. Public Comments: As of the date of preparation of this staff report, no comments were received from the public regarding this CUP and Site Plan Review for the project. Any comments received after the distribution of this report shall be read into the record at the public hearing.

ANALYSIS:

1. General Plan Consistency. The requested CUP and Site Plan Review to allow for the operation of a bus yard within a 48,937 square feet industrial building for the storage of up to 18 tour buses is consistent with the following goals and objectives of the San Fernando General Plan Land Use Element by:
 - The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, as a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. This helps maintain an identity within the area that is distinct from surrounding communities.
2. Zoning Consistency. Pursuant to Section 106-583 of the San Fernando Municipal Code, the Limited Industrial Zone allows for both a truck yard operation and recreation vehicle storage yard as a conditionally permitted use. The approval of the requested CUP would allow for the bus yard as an operation (deemed equivalent to truck or recreational vehicle). Additionally, the Project site is surrounded by a mixture of industrial, commercial, and service uses. Currently surrounding the project site manufacturing uses. The proposed development will not create a need for a variance from any development standards.

Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the M-1 Limited Industrial Zone.

4. Conditional Use Permit Findings. As the name implies, a CUP allows the City of San Fernando the ability to consider specified uses that might not otherwise be allowed as a principally permitted use if the landowner or applicant meets certain conditions of approval. The basic goal of the CUP is to allow the full range of land uses required for the community to function, while still giving the community some control over individual situations that could result in land use conflicts or negative environmental impacts. CUP's

are important to land use planning because it allows the Commission to review the potential impacts associated with the discretionary review of the proposed development.

A CUP is subject to discretionary review by the Commission. Discretionary review is a process that permits the Commission to review individual cases for proposed uses of the land and approve a project subject to specific conditions or deny the CUP request. Conditions of project approval imposed on the applicant through the discretionary review process may call for any measures that are reasonably related to preventing potential adverse land use and environmental impacts that might be associated with the project.

Approval or denial of a CUP is based on the Commission's ability to be reasonably satisfied with the project and that it possesses certain characteristics that are identified in the form of 10 findings of fact, as required per City Code Section 106-145. All findings must be justified and upheld in the affirmative for approval of the CUP. A negative determination on any single finding is grounds for a denial of the CUP. Conditions of approval will also be implemented to support these findings. Such conditions can include off-site parking of vehicles, surveillance, safety, property maintenance, and proper construction management practices as well.

It is City Planning Staff's assessment that the findings for approval of the CUP amendment can be made in this instance based on the aforementioned discussion, and as explained below for each of the required findings of fact.

a) The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.

Pursuant to section 106-583 of the San Fernando Municipal Code, the M-1 Limited Industrial Zone allows for both a truck yard and recreational vehicle storage yard operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed bus yard use (deemed equivalent to truck or recreational vehicle) as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

b) The proposed use would not impair the integrity and character of the zone in which it is to be located.

The Project Site at 720 Jessie Street is located within the Limited Industrial Zone and maintains a Light Industrial land use designation in the General Plan Land Use Element. The proposed development will not create a need for any variance from any development standards. Pursuant to The City's General Plan Land Use Element, future

uses that are envisioned for the area include the operation of manufacturing and related service uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

c) The subject site is physically suitable for the type of land use being proposed.

The Project Site is an approximate 72,000 sq. ft. or 1.65 acres (Los Angeles County Assessor's Parcel No: 2515-009-015) parcel along the eastern side of Jessie Street, north of Fifth Street and just south of Glenoaks Boulevard. The Project Site abuts similarly zoned properties within the M-1 Limited Industrial Zone to the north, south, east, and west. Parking for the project site consists of 65 parking spaces. Parking for the subject site is accessible from a driveway approach located off of Jessie Street. There is a reciprocal ingress and egress easement that is recorded on the property. This easement provides shared use of the driveway approach for the subject site as well as the adjacent lot just north. Thus, it is staff's assessment that this finding can be made.

d) The proposed use is compatible with land uses presently on the subject property.

The project site is designated by The General Plan Land Use Element as light industrial. The proposed CUP to allow for a bus yard use would be compatible with the present land use and represents a more optimal use. Currently the site is vacant and the development of this use will generate new business and jobs within the community. Thus, it is staff's assessment that this finding can be made.

e) The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

The San Fernando Municipal Code designates this site as M-1 Limited Industrial Zone as a location where future uses envisioned for the area include the operation of manufacturing uses and related service uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, where future uses envisioned for the area include the operation of similar activities. The applicants are an open top double

decker sightseeing bus company. They provide sightseeing tours of Hollywood and local beaches. The buses and a small team of staff will be based at this facility.

The request to allow the bus yard use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

- f) There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.**

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

- g) There would be adequate provisions for public access to serve the subject proposal.**

The Project Site is an approximate 72,000 sq. ft. or 1.65 acres parcel along the eastern side of Jessie Street, north of Fifth Street and just south of Glenoaks Boulevard. The Project Site abuts similarly zoned properties within the M-1 Limited Industrial Zone to the north, south, east, and west. Parking for the project site consists of 65 parking spaces. Parking for the subject site is accessible from an approximately 30 foot wide driveway approach located off of Jessie Street. There is a reciprocal ingress and egress easement that is recorded on the property. This easement provides shared use of the driveway approach for the subject site as well as the adjacent lot just north. Thus, it is staff's assessment that this finding can be made.

- h) The proposed use would be appropriate in light of an established need for the use at the proposed location.**

Within the M-1 Limited Industrial Zone the operation of a truck yard is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of a truck yard is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Limited Industrial Zone allows. Approval of the CUP for the operation of a bus yard helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active industrial district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

- i) **The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.**

The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, as a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of, or provide a direct service to, the surrounding uses. This helps maintain an identity within the area that is distinct from surrounding communities. The proposed use would enable a new company that will employ a total of approximately 20 employees locally to move into the city. Thus, it is staff's assessment that this finding can be made in this case.

- j) **The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.**

The requested CUP to allow for a bus yard use as established in the Development Standards of the M-1 Limited Industrial Zone will not be detrimental to the public interest, health, safety, convenience or welfare due to the fact that the proposed use will be consistent with and complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

CONCLUSION:

In light of the forgoing analysis, it is staff's assessment that Commission approval is warranted of CUP 2018-009 and Site Plan Review 2018-047. City Planning Staff recommends approval in order to allow for the operation of a 48,937 square foot truck yard for the storage of 18 tour buses within the M-1 Limited Industrial Zone.

Based on the above findings, City Planning Staff recommends that the Commission approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047, pursuant to Planning and Preservation Commission Resolution 2019-001 and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment "A").

ATTACHMENTS:

- A. Planning and Preservation Commission Resolution 2019-001 and Exhibit “A”: Conditions of Approval
- B. Conditional Use Permit Application – CUP 2018-009, Site Plan Review Application 2018-047
- C. Set of Plans & Site Photographs
- D. Proof of reciprocal ingress and egress easement
- E. Notice of Public Hearing Published in the *San Fernando Sun Newspaper* & Vicinity Map

RESOLUTION NO. 2019-001**A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO APPROVING CONDITIONAL USE PERMIT 2018-009 AND SITE PLAN REVIEW 2018-047 OPERATION OF A BUS YARD WITHIN A 48,937 SQUARE FEET INDUSTRIAL BUILDING WHICH WOULD PROVIDE FOR THE STORAGE OF 18 TOUR BUSES WITHIN THE LIMITED INDUSTRIAL ZONE OF THE SAN FERNANDO MUNICIPAL CODE ("M-1") LOCATED AT 720 JESSIE STREET**

WHEREAS, an application has been filed by Ivan Lara, 555 W Fifth Street, Los Angeles, CA. 90013 (the "Applicant"), to request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a truck yard within a 48,937 square foot industrial building which would provide storage for 18 tour buses within the Limited Industrial Zone ("M-1") of the San Fernando Municipal Code;

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to section 106-583 of the San Fernando Municipal Code would allow for a truck yard operation as a conditionally permitted use. Pursuant to the San Fernando Municipal Code regarding development standards for the Limited Industrial Zone, the proposed use meets the minimum development standards. The approval of the requested CUP would allow for the location to offer a truck yard use as an operation. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Limited Industrial Zone;

WHEREAS, the Planning and Preservation Commission has considered all of the evidence presented in connection with the Project, written and oral at the public hearing held on the 8th day of January 2019;

NOW, THEREFORE, BE IT RESOLVED that the Planning and Preservation Commission finds as follows:

SECTION 1: This project has been reviewed by the City for compliance with the California Environmental Quality Act (CEQA). Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA; and

SECTION 2: The Project is consistent with the objectives, policies, and general land uses and programs provided in the City's General Plan and the applicable development standards for Limited Industrial Zone; and

SECTION 3: Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-009 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval regarding the operation of a truck yard use. The Planning and Preservation Commission (the "Commission") findings are as followed:

1. The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.

Pursuant to section 106-583 of the San Fernando Municipal Code, the M-1 Limited Industrial Zone allows for both a truck yard and recreational vehicle storage yard operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed bus yard use (deemed equivalent to truck or recreational vehicle) as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

2. The proposed use would not impair the integrity and character of the zone in which it is to be located.

The Project Site at 720 Jessie Street is located within the Limited Industrial Zone and maintains a Light Industrial land use designation in the General Plan Land Use Element. The proposed development will not create a need for any variance from any development standards. Pursuant to The City's General Plan Land Use Element, future uses that are envisioned for the area include the operation of manufacturing and related service uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

3. The subject site is physically suitable for the type of land use being proposed.

The Project Site is an approximate 72,000 sq. ft. or 1.65 acres (Los Angeles County Assessor's Parcel No: 2515-009-015) parcel along the eastern side of Jessie Street, north of Fifth Street and just south of Glenoaks Boulevard. The Project Site abuts similarly zoned properties within the M-1 Limited Industrial Zone to the north, south, east, and west. Parking for the project site consists of 65 parking spaces. Parking for the subject site is accessible from a driveway approach located off of Jessie Street. There is a reciprocal ingress and egress easement that is recorded on the property. This easement provides shared use of the driveway approach for the subject site as well as the adjacent lot just north. Thus, it is staff's assessment that this finding can be made.

4. The proposed use is compatible with land uses presently on the subject property.

The project site is designated by The General Plan Land Use Element as light industrial. The proposed CUP to allow for a bus yard use would be compatible with the present land use and represents a more optimal use. Currently the site is vacant and the development of this use

will generate new business and jobs within the community. Thus, it is staff's assessment that this finding can be made.

5. The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

The San Fernando Municipal Code designates this site as M-1 Limited Industrial Zone as a location where future uses envisioned for the area include the operation of manufacturing uses and related service uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, where future uses envisioned for the area include the operation of similar activities. The applicants are an open top double decker sightseeing bus company. They provide sightseeing tours of Hollywood and local beaches. The buses and a small team of staff will be based at this facility.

The request to allow the bus yard use would further augment services offered around the project site. Thus, it is staff's assessment that this finding can be made.

6. There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

7. There would be adequate provisions for public access to serve the subject proposal.

The Project Site is an approximate 72,000 sq. ft. or 1.65 acres parcel along the eastern side of Jessie Street, north of Fifth Street and just south of Glenoaks Boulevard. The Project Site abuts similarly zoned properties within the M-1 Limited Industrial Zone to the north, south, east, and west. Parking for the project site consists of 65 parking spaces. Parking for the subject site is accessible from an approximately 30 foot wide driveway approach located off of Jessie Street. There is a reciprocal ingress and egress easement that is recorded on the property. This easement provides shared use of the driveway approach for the subject site as well as the adjacent lot just north. Thus, it is staff's assessment that this finding can be made.

8. The proposed use would be appropriate in light of an established need for the use at the proposed location.

Within the M-1 Limited Industrial Zone the operation of a truck yard is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of a truck yard is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Limited Industrial Zone allows.

Approval of the CUP for the operation of a bus yard helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active industrial district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

9. The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.

The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, as a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of, or provide a direct service to, the surrounding uses. This helps maintain an identity within the area that is distinct from surrounding communities. The proposed use would enable a new company that will employ a total of approximately 20 employees locally to move into the city. Thus, it is staff's assessment that this finding can be made in this case.

10. The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.

The requested CUP to allow for a bus yard use as established in the Development Standards of the M-1 Limited Industrial Zone will not be detrimental to the public interest, health, safety, convenience or welfare due to the fact that the proposed use will be consistent with and complement established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

BE IT FURTHER RESOLVED that based upon the foregoing, the Planning and Preservation Commission hereby approves Conditional Use Permit 2018-009, subject to the Conditions of Approval attached as Exhibit "A".

(SIGNATURE PAGE TO FOLLOW)

PASSED, APPROVED AND ADOPTED this 8th day of January 2019.

_____,
ALVIN DURHAM, CHAIRPERSON

ATTEST:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I, TIMOTHY T. HOU, Secretary to the Planning and Preservation Commission of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Preservation Commission and signed by the Chairperson of said City at a meeting held on the 8th day of January 2019; and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

EXHIBIT “A”
CONDITIONS OF APPROVAL

PROJECT NO. : **Conditional Use Permit 2018-009**
Site Plan Review 2018-047

PROJECT ADDRESS : 720 Jessie Street, San Fernando, CA 91340
(Los Angeles County Assessor’s Parcel No: 2515-009-015)

PROJECT DESCRIPTION : Approving conditional use permit 2018-009 and site plan review 2018-047 operation of a bus yard within a 48,937 square feet industrial building which would provide for the storage of 18 tour buses within the limited industrial zone of the San Fernando municipal code (“M-1”) located at 720 Jessie street

The following conditions shall be made a part of the approval of the project, and shall be complied with in their entirety, as determined by the Community Development Department:

1. Conditional Use Permit Entitlement. The conditional use permit is granted for the land described in this application and any attachments thereto, as reviewed by the Planning and Preservation Commission on January 8, 2019, except as herein modified to comply with these Conditions of Approval.
2. Indemnification. The property owner and the project applicant, shall indemnify, protect, hold harmless and defend the City and any agency or instrumentality thereof, and/or any of its officers, employees and agents from any and all claims, actions, or proceedings against the City to attack, set aside, void, annul, seek monetary damages resulting from an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board or legislative body including actions approved by the voter of the City, concerning the entitlement application. City shall promptly notify both the property owner and developer of any claim, action, or proceeding to which this condition is applicable and shall further cooperate fully in the defense of the action. The City reserves its right to take any and all action the City deems to be in the best interest of the City and its citizens in regard to such defense. The property owner and developer shall defend, indemnify and hold harmless the City for all costs and fees incurred in additional investigation or study of, or for supplementing, redrafting, revising, or amending, any document (such as an environmental impact report or related environmental assessment) if made necessary through the initiation of the project.
3. Operation. All truck yard activities shall be confined within the allocated 48,937 square feet of the subject industrial building. This would include:
 - Maintenance and repair of tour buses
 - Storage of up to 18 tour buses inside of building
 - No storage of tour buses outside of building
 - Administrative offices
 - No idling of tour buses on or about the property.

4. Signage. Any future proposed signage shall comply with the City's applicable sign regulation and shall require the submittal, review, and approval of a sign permit application prior to the placement or any signage on the property.
5. Surveillance. A security camera system shall be installed on the premises and shall be maintained in proper working order at all times. The security camera system shall be subject to inspection by the police department in the event of incident at or near the subject property. The system must be capable of producing retrievable images on film or tape that can be enlarged through projection or other means. The video or digital recordings generated by the system shall be maintained for a period of 30 days. Special security measures such as security guards, door monitors, and burglar alarms systems may be required as a condition of approval with final determination made by the chief of police and the chief planning official on a case-by-case basis.
6. Revocation. Violation of, or noncompliance with, any of these conditions of approval may constitute grounds for revocation of this conditional use permit, as provided below:
 - a. Upon the issuance of, and conviction for, three zoning violation citations;
 - b. Where conditions and activities associated with the operation of the future tenant, as defined herein, interfere with the quiet enjoyment of life and property in the neighborhood, or are or tend to be, injurious to health and safety of persons in the neighborhood. These include, but are not limited to the following:
 - i. Excessive noise, noxious smells or fumes, loitering, littering, disturbing the peace, illegal drug activity, public vandalism, graffiti, lewd conduct, gambling, illegal parking, traffic violations, theft, assaults, batteries;
 - ii. Illegal sale, manufacture, storing, possession, distribution of illegal items; or,
 - iii. Police detention, citation, and/or arrests for these or any other unlawful activity attributed to the sale and/or consumption of illegal items declared by the City to be a public nuisance;
 - c. Where activities associated with a truck yard use are not being executed.
7. Lighting. Adequate lighting shall be provided within the parking lot of the subject property. All exterior lighting shall be decorative cut-off fixtures (where no light is emitted above the horizontal plane) with the light source fully shielded or recessed to preclude light trespass or pollution up into the night sky. Also, any building-mounted luminaries shall be attached to walls or soffits, and the top of the fixture shall not exceed the height of the roof. All proposed light fixtures shall be designed in a manner that is consistent with the overall design of the building and shall not disturb or create glare towards neighboring properties. In addition, any decorative uplighting, such as those that illuminate building facades or landscaping, shall be operated on timers that turn off illumination no later than 12 midnight, nightly. The Community Development Department shall review and approve all light fixtures prior to installation. In addition, all lighting shall also comply with the following requirements:
 - a) The equivalent of one foot-candle of illumination shall be provided throughout the parking area;

- b) All lighting shall be on a time-clock or photo-sensor system;
 - c) All lighting shall be designed to confine direct rays to the premises. No spillover beyond the property line shall be permitted; and,
 - d) All lighting shall consist of metal halide, LED type lighting or similar. Illumination shall not include low or high pressure sodium lighting.
8. Property Maintenance. The subject site and its immediate surrounding area shall be maintained in a clean, neat and orderly manner at all times and shall comply with the property maintenance standards as set forth in the San Fernando City Code.
9. Landscape. All proposed on-site and off-site plantings shall be kept in a healthy and growing condition, consistent with the design of a landscaping and irrigation plan approved by the Community Development Department. Fertilization, cultivation, tree pruning shall be a part of regular maintenance. Good horticultural practices shall be followed in all instances. The landscape design shall be further refined as necessary to improve the level of design quality by focusing on important design principles. Further landscape design refinements shall address, but not be limited to, the following:
- a) The landscaping shall be provided with an appropriate low-maintenance landscape design and material selection that is attractive, durable and drought-tolerant. All proposed landscaping shall be arranged to emphasize visual attractiveness as viewed from the public right-of-way.
 - b) All proposed landscaped areas shall be served by well-balanced automatic irrigation system operated by an electrically timed controller station set for early morning irrigation and maintained in a manner consistent with the approved landscape plan. The final landscaping/irrigation plan shall identify the size and location of all landscape materials and irrigation equipment. Water conservation measures shall be incorporated in the irrigation plan;
 - c) The landscape plan shall provide specifications for the following: design of hardscape elements, including pedestrian walkways, paved areas, common areas, seating, landscape planters, lighting, etc.; planting materials, including, trees, shrubs, ground cover, grass, miscellaneous plant materials, landscape containers and soil preparation; and, automatic irrigation plans, including materials and details.
10. Mechanical and Utility Equipment. All ground mounted mechanical and utility equipment, including but not limited to transformers, terminal boxes, risers, backflow devices, gas meters, electric meters, meter cabinets, and heating, ventilation, and air conditioning (HVAC) units shall be screened from public view and treated to match the materials and colors of the building. All Electrical service facilities and equipment on or adjacent to the site shall be planned and located, relocated or modified in a manner consistent with Southern California Edison Company guidelines to minimize human exposure to electromagnetic fields on the site and on adjacent properties, and with any other applicable requirements or guidelines of the California Public Utilities Commission or any other agency with jurisdiction, unless otherwise specified by the Community Development Department. All mechanical and utility equipment locations and screening/treatment shall be approved by the

Community Development Department prior to installation or modification.

11. Utilities. Unless otherwise approved by the Community Development Department, all utilities shall be located underground. The applicant shall comply with all applicable requirements or guidelines of any relevant utility company, the California Public Utilities Commission, or any other agency with jurisdiction, relating to construction and/or occupancy of structures in proximity to any over-head or underground utility lines which are adjacent to or extend through the subject property, unless otherwise specified by the Community Development Department. Applicant shall provide any utility easements as necessary.
12. SCAQMD. South Coast Air Quality Management District ("SCAQMD") must be contacted prior to any demolition or renovation. Call (909) 396-2000 for further information. Failure to comply with the provisions of Rule 1403 may result in a penalty of up to \$25,000 per day. Once approval from SCAQMD has been obtained, a City of San Fernando Demolition Permit is required for any existing buildings or structures which are to be demolished and must be obtained prior to any work commencing.
13. Surface Runoff. All requirements of the National Pollutant Discharge Elimination System (NPDES) shall be complied with and an NPDES permit, including but not limited to the installation of any required clarifiers and/or on-site infiltration system, must be obtained prior to any occupation or use of the site. During construction, the project site shall comply with all applicable Best Management Practices (BMPs).
14. Construction Hours. Construction activity on Mondays through Fridays shall comply with the current San Fernando City Code standards for construction of 7:00 a.m. to 6:00 p.m. In addition, any construction on Saturday shall be from 8:00 a.m. to 6:00 p.m. Unless otherwise allowed in the City's Noise Ordinance, no construction shall be allowed on Sundays and Federal Holidays.
15. Graffiti Removal. Unless otherwise specified in the conditions of approval, the property owner(s), operator and all successors shall comply with the graffiti removal and deterrence requirements of the San Fernando City Code. The property owner(s), operator and all successors shall provide for the immediate removal of any graffiti vandalism occurring on the property and, where applicable, the restoration of the surface on which the graffiti exists. Such restoration shall entail repainting or refinishing of the surface with a color or finish that matches the color or finish of the remaining portions of the structure being painted, and including treatment of the surface or site with measures to deter future graffiti vandalism as approved or required by the community development department. Property owner(s), operator and all successors shall maintain an additional stock of exterior paints and finishes for immediate execution of graffiti removal. Unless removed by the property owner or their designee within the specified time frame required by city code, property owner(s), operator and all successors shall grant the right of access to authorized agents of the City of San Fernando to remove graffiti from any surface on the property that is open and accessible from city property or public right-of-way, at the expense of the owner(s) or operator and all successors.
16. Site Inspections. The Community Development Department shall have the authority to inspect the site to assure compliance with these conditions of approval. The applicant and all successors shall grant the right of access to authorized agents of the City of San Fernando to conduct periodic inspections of the property.

17. Modifications. Unless the chief planning official deems a proposed change to the approved plans and operation a minor modification, any and all other modifications to the development plan, including these conditions of approval, shall require review and approval by the Planning and Preservation Commission. Expansion or enlargement of the business activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.
18. Acceptance. Within thirty (30) days of approval of this conditional use permit, the applicant or their duly authorized representative shall certify the acceptance of the conditions of approval by signing a statement using an acceptance affidavit form provided by the City of San Fernando that acknowledges acceptance of and commitment to adhere to all of the conditions of approval.
19. Recordation. The applicant shall provide the Community Development Department with proof that the conditions of approval have been recorded with the Los Angeles Registrar Recorder/County Clerk's Office.
20. Building Code Requirements. The applicant shall comply with all applicable building and construction requirements of the City of San Fernando's building codes, as specified by the City's Community Development Department.
21. Public Review of Conditions of Approval. A copy of these conditions of approval shall be retained on-site at all times during the hours of operation of the industrial building and shall be made available for viewing upon public request or upon request by any city official. Employees of the business shall not prohibit a request of the public to view the conditions of approval for this entitlement.
22. Expiration. This conditional use permit shall become null and void unless exercised by obtaining building permits to implement the construction granted by this entitlement within twelve (12) months of final approval. Additional time in increments of six (6) months at a time may be granted, at the discretion of the Community Development Department Director.

CONDITIONAL USE PERMIT APPLICATION

REQUIREMENTS

TO THE APPLICANT:

Please provide the following materials for your application. A complete application package will expedite your public hearing before the Planning and Preservation Commission. A complete package consists of the following:

- ✓ 1. A completed Conditional Use Permit application (Page 5) signed by the applicant and property owner. If the applicant owns the property, please sign on both lines.
- ② 2. A complete site plan and, if required, building elevations. (Planning staff will determine whether elevations are necessary for a specific application.) Site plan specifications are attached.
3. A 500-foot radius map (one copy) and ownership list and mailing labels (two sets). A sample radius map is attached. The ownership list should be numbered and keyed to the map, so that referring to the ownership list can readily identify a parcel's owner. An example is attached. (**Please note:** Unless specified, zoning and land uses are not required as part of the radius map information.)
4. An environmental information sheet and checklist. This is required whether or not a project is exempt from the California Environmental Quality Act, as it provides information necessary for that determination.

5. FILING FEES:	CONDITIONAL USE PERMIT APPLICATION	\$ 3,891.20
	ACTIVITY INFORMATION MANAGEMENT	\$ 389.12
	SYSTEM (AIMS) SURCHARGE	
	ENVIRONMENTAL ASSESSMENT (A)	\$ 204.00
	PUBLIC NOTIFICATION	\$ 120.00
	LEGAL PUBLISHING OF NOTICE (B)	\$ 600.00
	TOTAL FILING FEE	\$ 5,204.32

- a) The environmental assessment fee covers the preliminary assessment of your proposal. If your proposal is deemed to be categorically exempt, no further assessment is required. If a project is not categorically exempt and environmental documentation is required (e.g.- Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report), then the applicant is responsible for the additional cost. When applicable, proposals requiring environmental filing will require that a notice be filed with the Los Angeles County Clerk. The filing fee for recordation of environmental documents is \$75.
- b) For legal publishing of notices: If the cost to publish legal notices pertaining to the proposal exceeds \$600 then the applicant will be billed accordingly.

Please fill out application as completely as possible. Planning staff will assist with the application, when necessary. However, it is essential that the radius map and mailing list be complete when submitted. An incorrect map or mailing list nullifies the public hearing and any decision made by the Planning and Preservation Commission.

For questions and assistance, please call the Community Development Department at (818) 898-1227. Assistance is also available at the zoning counter during normal business hours.

RADIUS MAP

The intent of the State law requiring notification of property owners within 500 feet of a zoning application is to clearly inform those owners of a project that could affect them. The law requires that the latest updated County Assessor's rolls be utilized. Property owners or their representatives must prepare ownership lists or the applicant may buy this service from the several companies that specialize in such work.

A sample radius map is attached, as well as an affidavit of the person who prepares the mailing list. That person must complete and sign the affidavit. A valid ownership list consists of the following:

1. Consecutive parcel numbers keyed to the map, so that it may easily be determined whether a specific property's owner was legally notified;
2. The assessor's book, page and parcel number (APN) for each parcel;
3. The name and mailing address of each property owner;

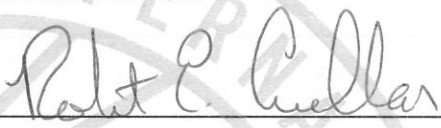
CERTIFIED PROPERTY OWNER'S LIST

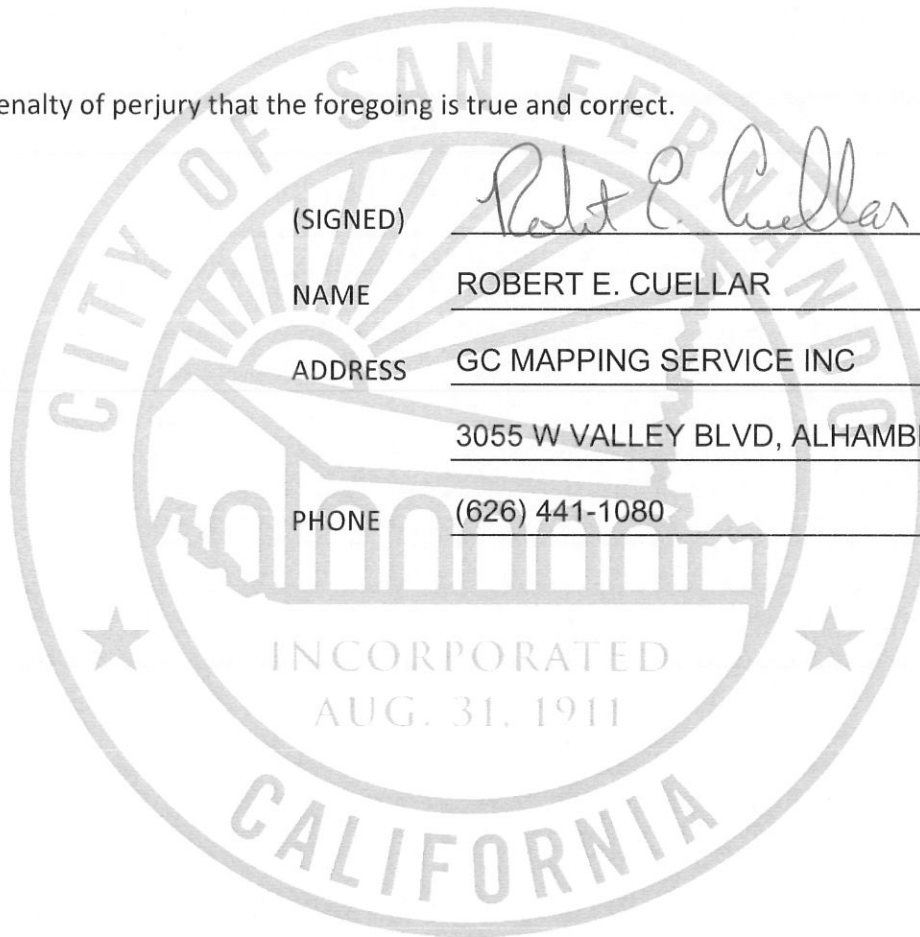
AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I, ROBERT E. CUELLAR, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of five hundred (500) feet from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.

(SIGNED) 
NAME ROBERT E. CUELLAR
ADDRESS GC MAPPING SERVICE INC
3055 W VALLEY BLVD, ALHAMBRA CA 91803
PHONE (626) 441-1080



PROJECT INFORMATION			
SITE ADDRESS(ES) 720 Jessie St San Fernando CA 91340			
ASSESSORS PARCEL NUMBER(S) "APN" 2515-009-015			
LOT SIZE		EXISTING BUILDING (SQUARE FOOTAGE) 48,937 ft ²	
PROPOSED ADDITION (SQUARE FOOTAGE) 0 ft ²		TOTAL PARKING SPACES (ON-SITE/OFF-SITE)	
PROPOSED USE(S)		LANDSCAPING (SQUARE FOOTAGE)	
PROJECT DESCRIPTION/TYPE OF CONDITIONAL USE PERMIT REQUEST Include any additional information on separate sheet and attach to the back of this application - Use for Tour Bus indoor storage, office space, minor bus repairs (18 buses)			
APPLICANT INFORMATION			
APPLICANT NAME Ivan Lara		PHONE NUMBER (310) 987-9886	
MAILING ADDRESS 555 W 5 th St 3 rd floor Los Angeles CA 90013			
FAX NUMBER	EMAIL ADDRESS ivan@McComickpermits.com	SIGNATURE <i>Ivan Lara</i>	
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME CROSSROADS TRUST		PHONE NUMBER (323) 463-5611	
MAILING ADDRESS 6671 SUNSET BLVD. SUITE 1575			
FAX NUMBER (323) 463-0297	EMAIL ADDRESS linda@crossroadsproperties.com	SIGNATURE <i>Linda LaRue</i>	
FOR OFFICE USE ONLY			
CUP APPLICATION \$ 3,891.20	ZONE M-1	GENERAL PLAN AREA	FILE NUMBER
AIMS SURCHARGE \$ 389.12	DATE FILED 12/12/18		CUP NO. 2018-009
ENVIRONMENTAL \$ 204.00	ACCEPTED BY GM		AIMS NO.
NOTIFICATION \$ 120.00			CROSS REFERENCE
PUBLISHING \$ 600.00			SPR NO. 2018-047
TOTAL FEE \$5,204.32			VAR NO.
COMMENTS			OTHER

ENVIRONMENTAL INFORMATION FORM (APPLICANT)

GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

Big Bus Tours - Julia Conway

2. ADDRESS OF PROJECT

720 Jessie St. San Fernando

3. ASSESSOR'S BLOCK AND LOT NUMBER

2515-009-015

4. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

Samantha Gillen, (504)669-6522, 555 W. 5th St. 35th Floor, LA, 90013

5. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

CUP

6. EXISTING ZONING DISTRICT

M-1

7. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

- Use for Tour Bus Indoor Storage, office space, minor bus repairs (18 buses)

PROJECT DESCRIPTION

8. SITE SIZE

9. SQUARE FOOTAGE

Building Area = 48,937 s.f.

10. NUMBER OF FLOORS OF CONSTRUCTION

None

11. AMOUNT OF OFF-STREET PARKING PROVIDED

65 spaces

12. PROPOSED SCHEDULING

N/A

13. ASSOCIATED PROJECTS

N/A

14. ANTICIPATED INCREMENTAL DEVELOPMENT

N/A

15. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

B-office less than 10%

16. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

F-2 Industrial Manufacturing

17. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

N/A

PROJECT DESCRIPTION (CONTINUED)

18. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS

Requires a CUP for "Truck Yard" in M-1 Zone

19. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED

Change of Use

ENVIRONMENTAL SETTING *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

20. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.

21. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

ENVIRONMENTAL IMPACT *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

22. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
23. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
24. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
25. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
26. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
27. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
28. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
29. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
30. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
31. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
32. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
33. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CERTIFICATION *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME

Ivan Lara

APPLICANT SIGNATURE

Ivan Lara

DATE

12/03/18

FINAL REVIEW PROCESS

- Step 8** Planning Division determines required process for final project approval.
- Step 9** If the project does not require any other review or approvals, the project may be submitted to the Building Division for Plan Checking (skip to step 11). However, if the project requires Planning Commission (i.e., Conditional Use Permit, Variance, General Plan Amendment, Zone Change, and Subdivision) or Redevelopment Agency approval, proceed to next step.
- Step 10** Submit **seventeen (17)** sets of site plan, conceptual landscape plan, floor plan, roof plan, and elevation drawings to the Planning Division accompanied by the City-provided application and required filling fee (to include environmental fee).
- Step 11** Planning Division schedules the project to be reviewed by the appropriate hearing body. If approved, the plans, with any required revisions, may be submitted to the Building Division for Plan Checking. **(Approximately 3 weeks).**

PLAN CHECKING AND PERMIT ISSUANCE

- Step 12** Applicant submits **two (2)** sets of complete construction plans and documentation to the Building Division with the required Plan Check fee. Prior to acceptance by the Building Division, the Planning Division shall review the plans to ensure that they include any and all requested revisions. Building Division routes plans to other Departments and/or Divisions for review and approval. **(Approximately 3 weeks).**
- Step 13** The plans are reviewed for compliance with applicable City and State Uniform Building and Fire Codes. If any deficiencies are noted, the plans must be corrected and resubmitted to the Building Division for further review. However, if the plans are approved or approved with conditions, building permits may be obtained.
- Step 14** Once the plans have received Building Division approval and all other Division and Department (i.e., Planning, Public Works, Fire, etc.) approvals, building permits may be issued. The building permit fee is based on the valuation of the proposed development. This is determined by the type of construction and cost per square foot as adopted in the City's fee schedule. Also, any Public Works fees must be paid at this time. Additionally, the applicant is required to pay a school fee (\$x.xx/sq. ft. of building area) to the Los Angeles Unified School District. Upon completion of construction a Certificate of Occupancy will be granted.

Decisions of City Staff may be appealed to the Planning Commission. Additionally, decisions of the Planning Commission are appealed to the City Council. Appeals must be filed with the City Clerk within ten (10) days of the decision. The fee to appeal a decision is ¼ the application fee. The City's Planning Division will coordinate the entire development review process.

PROPOSED DEVELOPMENT REVIEW CHECKLIST *The following checklist will aid the Planning Division in determining the level of review required for the proposed development submittal.*

Does the project propose new, altered, or the replacement of any of the following:

Electrical, mechanical, and/or plumbing fixtures and systems	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Roofing material (no structural changes to roof design)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Change of window(s) (not materially altering the appearance or character of the structure)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose <u>any</u> interior alterations (does not increase square footage or building height)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new landscaping and/or hardscaping (including plant materials, driveways, walkways, and planters)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the removal of any mature trees?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new and/or additional business identification signage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new wall or fence construction?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project proposal require any building demolition?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the construction of any carport or garage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO


PROPOSED DEVELOPMENT REVIEW CHECKLIST (CONTINUED)

Does the project propose to enclose a porch or staircase?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a new and/or additional deck, patio cover, or trellis?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is the project proposed on a vacant parcel of land?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is an accessory dwelling unit proposed?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new residential, commercial, industrial, or institutional buildings?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is any proposed accessory structure greater than 400 square feet?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an additional residential unit in an existing residential development?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a primary residential building that will be larger than the average of structures in the immediate vicinity in the same zone?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is <u>any</u> change in use proposed (i.e.: residential to commercial, single-family to multi-family, etc)?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Will the proposal expand or intensify a current land use?	<input type="checkbox"/> YES	<input type="checkbox"/> NO?
Does the proposal include a façade improvement that would compromise or significantly alter the original character of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an addition greater than 50% of the existing square footage of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Will the proposal increase vehicular traffic resulting in a change of traffic volume or patterns in the area, parking, noise, lighting, etc.?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include <u>any</u> addition in square footage to a commercial, industrial, or institutional building?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

SITE PLAN SUBMITTAL REQUIREMENTS – CONTENT OF THE SITE PLAN

The site plan shall indicate clearly and will full dimensions the following information: *** DOING SITE PLAN REVIEW TO OBTAIN A CUP**

- (1) Lot dimensions, setbacks, yards, and open space.
- (2) Existing and proposed buildings and structures, including location, size, height, number of stories, proposed use, and location of doors.
- (3) Distance between proposed structure and any off-site structure located within 10 feet of the property line on adjacent lots.
- (4) Walls, fences, and landscaping: location, height, and materials.
- (5) Off-street parking: location, dimensions of parking area, number of spaces, arrangement of spaces, and internal circulation pattern.
- (6) Access: pedestrian, vehicular, service; and definitions of all points of ingress and egress.
- (7) North arrow, scale, and site address.
- (8) Loading areas: location, dimensions, number of spaces, internal circulation, and access from public streets.
- (9) Lighting: including general nature, location, and hooding devices.
- (10) Existing and proposed off-site improvements: including location of utility poles, fire hydrant, street lights, street trees, parkway landscape, and water meter.
- (11) Landscaping: including existing mature trees and proposed trees and plant materials.
- (12) Outdoor storage and activities if permitted in the zone: including type, location, and height of screening devices.
- (13) Drainage and grading plan.
- (14) Such other data as may be required to assist the planning director to act on the plan.

APPLICANT INFORMATION		
APPLICANT NAME Samantha Gillen		PHONE NUMBER 904-669-6522
MAILING ADDRESS 2320 Gendall Blvd 555 W 5th St 35th floor		
EMAIL ADDRESS samantha@mccormickpermits.com		FAX NUMBER
PROJECT INFORMATION		
SITE ADDRESS 720 Jessie St.		
REQUEST (WHAT IS BEING APPLIED FOR) <ul style="list-style-type: none"> - Site plan review to obtain a CUP - buses being parked inside warehouse (ONLY) - TI work already approved 		
ASSESSORS PARCEL NUMBER(S) "APN" 2515-009-015		
BUILDING SIZE 48,937 s.f.		
BUILDING ADDITION (IF ANY) None		
PARKING AVAILABLE (NUMBER) 62 + 3 disabled spots (parking summary provided A1.1)		
LANDSCAPING PROVIDED (IN SQUARE FEET)		
PROPERTY OWNER INFORMATION		
PROPERTY OWNER NAME INCORPORATED		PHONE NUMBER
MAILING ADDRESS 100 ST 100		
EMAIL ADDRESS		FAX NUMBER
SIGNATURES		
APPLICANT SIGNATURE 		PROPERTY OWNER SIGNATURE
FOR OFFICE USE ONLY		
DATE FILED 11/8/18		ACCEPTED BY GM
CASE NO. SPR 2018-047		ZONING M-1
GPA		

ENVIRONMENTAL INFORMATION FORM (APPLICANT)	
GENERAL INFORMATION	
1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR Big Bus Tours - Julia Conway	
2. ADDRESS OF PROJECT 720 Jessie St.	ASSESSOR'S BLOCK AND LOT NUMBER 2515-009-015
3. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT Samantha Gilman, (504) 669-6522, 555 W 5th St 35th floor LA	
4. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES CUP	
5. EXISTING ZONING DISTRICT MA M-1	
6. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED) Used for tour bus indoor storage, office space, minor bus repairs (18 buses)	
PROJECT DESCRIPTION	
7. SITE SIZE	
8. SQUARE FOOTAGE Building Area = 48,937 s.f.	
9. NUMBER OF FLOORS OF CONSTRUCTION None	
10. AMOUNT OF OFF-STREET PARKING PROVIDED 65 spots	
11. PROPOSED SCHEDULING	
12. ASSOCIATED PROJECTS	
13. ANTICIPATED INCREMENTAL DEVELOPMENT	
14. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED N/A	
15. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES 48,937 s.f. Warehouse Office B-office less than 10%	
16. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES N/A F-2 Industrial Manufacturing	
17. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS N/A	

PROJECT DESCRIPTION (CONTINUED)

18. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED

requires a CUP for "truck yard" in M-1 Zone

ENVIRONMENTAL SETTING Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.

19. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE. *No changes to site besides use*

20. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

ENVIRONMENTAL IMPACT Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).

21. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
22. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
23. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
24. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
25. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
26. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
27. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
28. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
29. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
30. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
31. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
32. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

CERTIFICATION I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

APPLICANT NAME <i>Samantha Gillen</i>	APPLICANT SIGNATURE <i>SG</i>	DATE <i>11/8/18</i>
------------------------------------------	----------------------------------	------------------------



View off of Jessie Street



View of roll-up door (access for bus entry to building)



View of rear portion of building (no change)

2515	9
SCALE 1" = 80'	

CODE
675

FOR PREV. ASSMT. SEE: 493-9
2515-8

Requested at the request of
SAFECO TITLE INSURANCE CO

80- 919434

SEP 22 1980 AT 8 A.M.

Recorder's Office

FEE
\$4
2A

NAME Eric J. Brownson
ADDRESS 10179 Toluca Lake Avenue
CITY & STATE Toluca Lake, California 91602
ZIP

Title Order No.

Escrow No. _____

SURVEY MONUMENT FEE \$10. CODE 99

SPACE ABOVE THIS LINE FOR RECORDER'S USE

GRANT DEED

The undersigned declares that the documentary transfer tax is \$ NONE and is
☐ computed on the full value of the interest or property conveyed, or is
☐ computed on the full value less the value of liens or encumbrances remaining thereon at the time of sale. The land,
 tenements or realty is located in
☐ unincorporated area ☒ city of San Fernando and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,
S & D INVESTMENT COMPANY, a General Partnership, DENNIS K. YOUNG and JANICE K. YOUNG,
husband and wife as Community Property and ROBERT S. APFELBERG, an unmarried man,
individually and as Joint Venturers pursuant to a Joint Agreement dated May 29, 1980
as amended

hereby GRANT(S) to
ERIC J. BROWNSON and BONNIE L. BROWNSON, Husband and Wife

the following described real property in the City of San Fernando
county of Los Angeles, state of California:

an easement for ingress and egress purposes over the southwesterly 15.00 feet of Parcel B of Parcel Map No. 10331-A as per Map recorded in Book 125, pages 21 and 22 of Parcel Maps, in the office of the County Recorder of Los Angeles County.

Said easement is to be appurtenant to Parcel A of said Parcel Map.

S&D INVESTMENT COMPANY, a General Partnership

Dated September 7, 1980

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES } SS.

On SEPTEMBER 9, 1980 before me, the undersigned, a Notary Public in and for said County and State, personally appeared DAVID T. SUGGER
William H. DRKEWSON

DENNIS K. YOUNG
JANICE K. YOUNG
ROBERT S. ADAMS, known to me
to be the person S whose name S subscribed to the within
instrument and acknowledged that they executed the same.

instrument and acknowledged that she executed the same.

Rubén C. K.
Signature of Notary

By: Daryl T. Snyder, General Partner
William H. Dickenson
 By: William H. Dickenson, General Partner
Dennis K. Young
 DENNIS K. YOUNG
Janice K. Young
 JANICE K. YOUNG
Robert S. Appelberg
 ROBERT S. APPELBERG

FOR NOTARY SEAL OR STAMP



Assessor's Parcel No. _____

MAIL TAX STATEMENTS TO PARTY SHOWN ON FOLLOWING LINE; IF NO PARTY SO SHOWN, MAIL AS DIRECTED ABOVE.

Name _____
 CAL-1 (Rev. 3-79)

Street Address

Cly & State

2008258-39-Document

STATE OF CALIFORNIA
COUNTY OF Los Angeles } ss.

On September 18, 1980

before me, the undersigned, a Notary Public in and for said County
and State, personally appeared William H. Dickerson

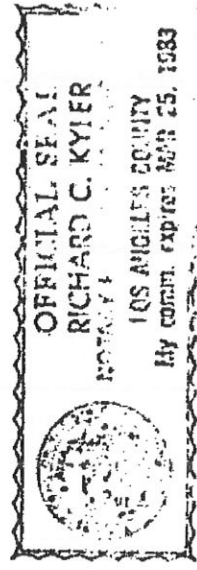
to be Two of the partners of the partnership
that executed the within instrument, and acknowledged to me that
such partnership executed the same.

Signature Richard C. Kyler

80- 919434



FOR NOTARY SEAL OR STAMP



**NOTICE OF A
PUBLIC HEARING**

THE CITY OF SAN FERNANDO PLANNING AND PRESERVATION COMMISSION

A public hearing on this matter and associated potential environmental impacts, if any, will be conducted by the City of San Fernando Planning and Preservation Commission on:

DATE: January 8, 2019

TIME: 6:30 p.m.

HEARING LOCATION: City Hall Council Chambers, 117 Macneil Street, San Fernando, CA 91340

PROJECT LOCATION: 720 Jessie Street, San Fernando, CA
(Los Angeles County Assessor's Parcel No: 2515-009-015)

APPLICATION: Conditional Use Permit 2018-009 and SPR 2018-047

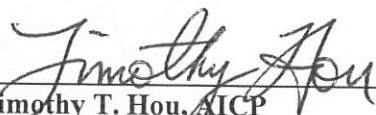
PROJECT DESCRIPTION:

The project consists of a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of a bus yard for eighteen (18) buses within a 48,937 square foot industrial building which would provide ancillary office space and minor bus repairs within the building in the M-1 Limited Industrial Zone. The project site is located on an 87,135 square foot lot and is located on the eastern side of Jessie Street south of Glenoaks Boulevard and north of Fifth Street.

Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA. Members of the public are invited to submit written comments regarding said report by or before the close of the public hearing. Written responses received by noon, January 3, 2019 will be included with the staff report for review by the Commission.

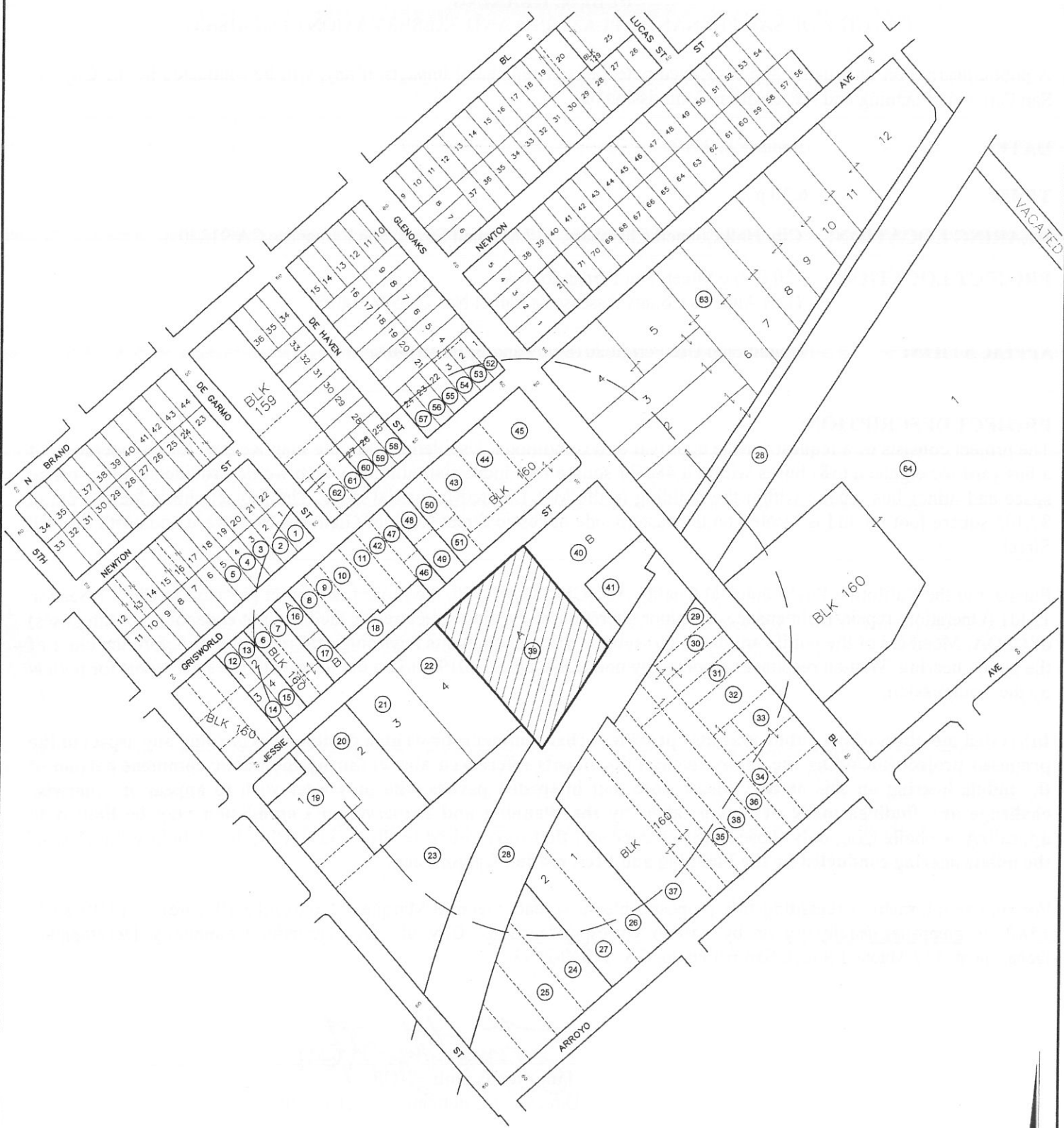
Interested members of the public may also provide verbal comments or written comments regarding any aspect of the proposed project (including the environmental documents referenced above) during the public comment portion of the public hearing on this matter. Please note that interested parties who may later wish to appeal or otherwise challenge any findings made or action taken by the Planning and Preservation Commission may be limited to appealing or challenging only those issues or concerns that were raised orally or in writing by or before the close of the public hearing conducted by the Planning and Preservation Commission.

For further information regarding this proposal, please contact Gerardo Marquez, Associate Planner at (818) 837-1540 or gmarquez@sfcity.org or by written correspondence to: City of San Fernando, Community Development Department, 117 Macneil Street, San Fernando, CA 91340-2993.



Timothy T. Hou, AICP
Director of Community Development

CITY OF SAN FERNANDO



500' RADIUS MAP



GC MAPPING SERVICE, INC.
 3055 WEST VALLEY BOULEVARD
 ALHAMBRA CA 91803
 (626) 441-1080 FAX (626) 441-8850

LEGEND
 (39) OWNERSHIP NO.
 — OWNERSHIP HOOK

CASE NO.
 DATE: 11-29-2018
 SCALE: 1" = 100'

OWNERSHIP MAP



MEETING DATE: January 8, 2019

COMMISSION CONSIDERATION:

1. CHAIRPERSON TO OPEN THE ITEM AND REQUEST STAFF REPORT
2. STAFF PRESENTS REPORT
3. COMMISSION QUESTIONS ON STAFF REPORT
4. OPEN THE PUBLIC HEARING
5. CLOSE THE PUBLIC HEARING
6. PLANNING AND PRESERVATION COMMISSION DISCUSSION
7. RECOMMENDED ACTION:

a. To Approve:

“I move to approve Conditional Use Permit 2018-008 and Site Plan Review 2018-050, pursuant to Planning and Preservation Commission Resolution No. 2019-002 and the Conditions of Approval therein as Exhibit “A” in order to allow for the operation of an automotive impound area within an approximately 22,500 square foot lot which would provide approximately 920 square feet of administrative office area within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone ...(Roll Call Vote)

b. To Deny:

“I move to deny Conditional Use Permit 2018-008 and Site Plan Review 2018-050, based on the following...” (Roll Call Vote)

c. To Continue:

“I move to continue Conditional Use Permit 2018-008 and Site Plan Review 2018-050, to the following date...” (Roll Call Vote)

Moved:_____

Seconded:_____

Roll Call:_____

**NEW BUSINESS ITEM 2:
Conditional Use Permit 2018-008 and
Site Plan Review 2018-050**



AGENDA REPORT

To: Planning and Preservation Commission Chairperson Durham and Commissioners

From: Timothy T. Hou, AICP, Director of Community Development
By: Gerardo Marquez, Associate Planner

Date: January 8, 2019

Subject: **Conditional Use Permit 2018-008**
Site Plan Review 2018-050
1946 First Street, San Fernando, CA 91340
(Los Angeles County Assessor's Parcel No: 2520-001-007)

Proposal: The proposed "Project" is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of an automotive tow yard within an approximately 22,500 square foot lot within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone.

APPLICANT: Hovig Galoudian
9030 Norris Avenue, Sun Valley, CA 91352

RECOMMENDATION:

Staff recommends that the Planning and Preservation Commission ("Commission") approve Conditional Use Permit ("CUP") 2018-008 and Site Plan Review 2018-050, pursuant to Planning and Preservation Commission Resolution No. 2019-002 (Attachment "A") and the Conditions of Approval attached as Exhibit "A" in order to allow for the operation of an automotive impound area within an approximately 22,500 square foot lot which would provide approximately 920 square feet of administrative office area within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone ("SP-5").

PROJECT OVERVIEW:

On November 26, 2018, Hovig Galoudian (the "Applicant"), submitted a CUP application (Attachment "B") seeking the operation of an automotive impound area located in the Workplace Flex District. The Commission's approval of the requested CUP and Site Plan Review pursuant to Table 4.1 of SP-5 would allow for the operation of an automotive impound area use located within a 22,500 square foot industrial lot located in the Workplace Flex District.

The project site is approximately 22,500 square feet and is located on the southern side of First Street between Hubbard Street and Orange Grove Avenue. The project site is currently improved with two industrial buildings. The 920 square foot vacant industrial building shall be

used for administrative office purposes only while the 1,177 square foot accessory building shall be used for the storage of equipment as needed. The subject site shall provide automotive impound services and will at any given time be used to provide storage of no more than 20 vehicles. The subject site shall also provide parking for 4 tow truck vehicles. This automotive impound business will service the general local area. The applicant has stated that he is originally headquartered in Sun Valley and is looking to move to San Fernando. The site is completely fenced and secured and provides minor landscaping. As a condition of approval, any modification to the site that includes the extension of a structure would then require for the site to adhere to all of the latest development standards.

BACKGROUND:

1. General Plan Land Use and Zoning Designation: The Project Site at 1946 First Street is located within the Workplace Flex District of the SP-5 Zone and maintains a light industrial land use designation in the General Plan Land Use Element.
2. Site Location and Description: The Project Site is an approximate 22,500 sq. ft. or 0.52 acre (Los Angeles County Assessor's Parcel No: 2520-001-007) parcel within the Workplace Flex District of SP-5. The project site is currently improved with 920 square foot industrial building which will be used for administrative office purposes and a 1,177 square foot accessory building (Attachment "C"). The subject site is located on the southern side of First Street between Hubbard Street and Orange Grove Avenue.
3. Environmental Review: Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA.
4. Legal Notification: On December 27, 2018, a public hearing notice was published in the print and online versions of the legal advertisement section of the *San Fernando Sun Newspaper* (Attachment D). In addition, on December 27, 2018, a public hearing notice was posted at the Project Site, at the two City Hall bulletins, and at the local branch of the Los Angeles County Library at 217 N. Maclay Avenue. Notices of the public hearing for this CUP and Site Plan Review request were also mailed to all property owners of record within 500 feet of the Project Site (Attachment D).
5. Public Comments: As of the date of preparation of this staff report, no comments were received from the public regarding this CUP and Site Plan Review for the project. Any comments received after the distribution of this report shall be read into the record at the public hearing.

ANALYSIS:

1. General Plan Consistency. The requested CUP and Site Plan Review to allow for the operation of a automotive impound area within a 22,500 square foot industrial lot is consistent with the following goals and objectives of the San Fernando General Plan Land Use Element by:
 - The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. This helps maintain an identity within the area that is distinct from surrounding communities.
2. Zoning Consistency. Pursuant to Table 4.1 of SP-5, the Workplace Flex District allows for a automotive impound area operation as a conditionally permitted use. Additionally, the Project site is surrounded by a mixture of industrial, commercial, and service uses. Currently surrounding the project site are administrative offices, warehousing and manufacturing businesses. The proposed development will not create a need for a variance from any development standards.

Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Workplace Flex District within SP-5.

4. Conditional Use Permit Findings. As the name implies, a CUP allows the City of San Fernando the ability to consider specified uses that might not otherwise be allowed as a principally permitted use if the landowner or applicant meets certain conditions of approval. The basic goal of the CUP is to allow the full range of land uses required for the community to function, while still giving the community some control over individual situations that could result in land use conflicts or negative environmental impacts. CUP's are important to land use planning because it allows the Commission to review the potential impacts associated with the discretionary review of the proposed development.

A CUP is subject to discretionary review by the Commission. Discretionary review is a process that permits the Commission to review individual cases for proposed uses of the land and approve a project subject to specific conditions or deny the CUP request. Conditions of project approval imposed on the applicant through the discretionary review process may call for any measures that are reasonably related to preventing potential adverse land use and environmental impacts that might be associated with the project.

Approval or denial of a CUP is based on the Commission's ability to be reasonably satisfied with the project and that it possesses certain characteristics that are identified in the form of 10 findings of fact, as required per City Code Section 106-145. All findings must be

justified and upheld in the affirmative for approval of the CUP. A negative determination on any single finding is grounds for a denial of the CUP. Conditions of approval will also be implemented to support these findings. Such conditions can include off-site parking of vehicles, surveillance, safety, property maintenance, and proper construction management practices as well.

It is City Planning Staff's assessment that the findings for approval of the CUP amendment can be made in this instance based on the aforementioned discussion, and as explained below for each of the required findings of fact.

a) The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.

Pursuant to Table 4.1 of SP-5, the Workplace Flex District allows for an automotive impound area operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed automotive impound area use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

b) The proposed use would not impair the integrity and character of the zone in which it is to be located.

The proposed development is located within the Workplace Flex District in the SP-5 Zone located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The proposed development will not create a need for any variance from any development standards. Pursuant to the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, as a location where future uses that are envisioned for the area include the operation of manufacturing uses as well as related service uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Such improvements include but are not limited to a surveillance camera security system and continued maintenance of perimeter fencing in order to ensure proper security as well as aesthetic integrity. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

c) The subject site is physically suitable for the type of land use being proposed.

The Project Site is an approximate 22,500 sq. ft. or 0.52 acre (Los Angeles County Assessor's Parcel No: 2520-001-007) parcel within the Workplace Flex District of SP-5. The project site is currently improved with 920 square foot industrial building which will be used for administrative office purposes and a 1,177 square foot accessory building. The subject site is located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The project site provides two points of access off of First Street. Thus, it is staff's assessment that this finding can be made.

d) The proposed use is compatible with land uses presently on the subject property.

The project site is designated by The General Plan Land Use Element as light industrial. The proposed CUP to allow for a automotive impound area use would be compatible with the present land use and represents a more optimal use. Currently the site is vacant and the development of this use will generate new business and jobs within the community. Thus, it is staff's assessment that this finding can be made.

e) The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

SP-5 designates the Workplace Flex District as a location where future uses envisioned for the area include the operation of manufacturing uses and related service uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, where future uses envisioned for the area include the operation of similar activities.

The request to allow the automotive impound use would further augment services offered around the project site. There is another similar type of towing facility within the vicinity but it specializes on larger vehicles. Thus, it is staff's assessment that this finding can be made.

f) There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-

site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

g) There would be adequate provisions for public access to serve the subject proposal.

The subject site is located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The project site provides two points of access off of First Street one driveway apron measures approximately 30 feet while the other is approximately 16 feet wide. These driveway entrances shall be maintained in order to provide proper ingress and egress to the subject property. Thus, it is staff's assessment that this finding can be made.

h) The proposed use would be appropriate in light of an established need for the use at the proposed location.

Within the Workplace Flex District, the operation of an automotive impound area is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of an automotive impound area is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Workplace Flex District allows. Approval of the CUP for the operation of a automotive impound area helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps to draw new businesses to the area and create an active industrial district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

i) The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.

The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, as a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. The operation of an automotive tow yard would complement adjacent uses which are characterized by largely manufacturing and industrial uses. This helps maintain an identity within the area that is distinct from surrounding communities. Thus, it is staff's assessment that this finding can be made in this case.

j) The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.

The requested CUP to allow for an automotive impound use as established in the Development Standards of the Workplace Flex District of the SP-5 Zone will not be detrimental to the public interest, health, safety, convenience of welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

CONCLUSION:

In light of the forgoing analysis, it is staff's assessment that Commission approval is warranted of CUP 2018-008 and Site Plan Review 2018-050. City Planning Staff recommends approval in order to allow for the operation of an automotive impound area within the Workplace Flex District of the SP-5 Zone.

Based on the above findings, City Planning Staff recommends that the Commission approve Conditional Use Permit 2018-008 and Site Plan Review 2018-050, pursuant to Planning and Preservation Commission Resolution 2019-002 and the Conditions of Approval attached as Exhibit "A" to the resolution (Attachment "A").

ATTACHMENTS:

- A. Planning and Preservation Commission Resolution 2019-002 and Exhibit "A": Conditions of Approval
- B. Conditional Use Permit Application – CUP 2018-008, Site Plan Review Application 2018-050
- C. Set of Plans & Site Photos
- D. Notice of Public Hearing Published in the *San Fernando Sun Newspaper* & Vicinity Map

RESOLUTION NO. 2019-002

A RESOLUTION OF THE PLANNING AND PRESERVATION COMMISSION OF THE CITY OF SAN FERNANDO APPROVING CONDITIONAL USE PERMIT 2018-008 AND SITE PLAN REVIEW 2018-050 TO ALLOW FOR THE OPERATION OF AN AUTOMOTIVE IMPOUND AREA USE WITHIN AN APPROXIMATELY 22,500 SQUARE FOOT LOT WITHIN THE WORKPLACE FLEX DISTRICT OF THE SAN FERNANDO CORRIDORS SPECIFIC PLAN ZONE ("SP-5") LOCATED AT 1946 FIRST STREET

WHEREAS, an application has been filed by Hovig Galoudian, 9030 Norris Avenue, Sun Valley, CA. 91352 (the "Applicant"), to request for the approval of a Conditional Use Permit and Site Plan Review for the operation of an automotive impound area within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone ("SP-5");

WHEREAS, the Applicant has requested approval of the requested conditional use permit Pursuant to Table 4.1 of the San Fernando Corridors Specific Plan the Workplace Flex District would allow for an automotive impound area operation as a conditionally permitted use. Pursuant to the San Fernando Corridors Specific Plan (SP-5) regarding development standards for the Workplace Flex District, the proposed use meets the minimum development standards. The approval of the requested CUP would allow for the location to offer an automotive impound use as an operation. Based on the foregoing, it is staff's assessment that the request is consistent with all applicable development standards for the Workplace Flex District;

WHEREAS, the Planning and Preservation Commission has considered all of the evidence presented in connection with the Project, written and oral at the public hearing held on the 8th day of January 2019;

NOW, THEREFORE, BE IT RESOLVED that the Planning and Preservation Commission finds as follows:

SECTION 1: This project has been reviewed by the City for compliance with the California Environmental Quality Act (CEQA). Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA; and

SECTION 2: The Project is consistent with the objectives, policies, and general land uses and programs provided in the City's General Plan and the applicable development standards for Workplace Flex District within the SP-5 Zone; and

SECTION 3: Pursuant to City Code Section 106-145, the Planning and Preservation Commission finds that the following findings for Conditional Use Permit 2018-008 have been justified and upheld in the affirmative in concurrence with the recommended conditions of approval regarding the operation of a warehouse building. The Planning and Preservation Commission (the "Commission") findings are as followed:

1. The proposed use is one conditionally permitted within the subject zone and complies with all applicable sections of the zoning ordinance.

Pursuant to Table 4.1 of SP-5, the Workplace Flex District allows for an automotive impound area operation as a conditionally permitted use.

The approval of the requested CUP would allow for the proposed automotive impound area use as an operation. The proposed development will not create a need for any variance from any development standards. Thus, it is staff's assessment that this finding can be made.

2. The proposed use would not impair the integrity and character of the zone in which it is to be located.

The proposed development is located within the Workplace Flex District in the SP-5 Zone located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The proposed development will not create a need for any variance from any development standards. Pursuant to the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, as a location where future uses that are envisioned for the area include the operation of manufacturing uses as well as related service uses.

To ensure the protection and preservation of the surrounding neighborhood, while fostering and promoting growth in the zone, the city's standard conditions of approval would be adopted to prevent issues associated with loitering, noise, trash and debris, and other public nuisance conditions. Such improvements include but are not limited to a surveillance camera security system and continued maintenance of perimeter fencing in order to ensure proper security as well as aesthetic integrity. Noncompliance with the adopted conditions of approval would require the City to seek corrective action from the business owner and may lead to revocation of the required CUP. Thus, it is staff's assessment that this finding can be made.

3. The subject site is physically suitable for the type of land use being proposed.

The Project Site is an approximate 22,500 sq. ft. or 0.52 acre (Los Angeles County Assessor's Parcel No: 2520-001-007) parcel within the Workplace Flex District of SP-5. The project site is currently improved with 920 square foot industrial building which will be used for administrative office purposes and a 1,177 square foot accessory building. The subject site is located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The project site provides two points of access off of First Street. Thus, it is staff's assessment that this finding can be made.

4. The proposed use is compatible with land uses presently on the subject property.

The project site is designated by The General Plan Land Use Element as light industrial. The proposed CUP to allow for a automotive impound area use would be compatible with the present land use and represents a more optimal use. Currently the site is vacant and the

development of this use will generate new business and jobs within the community. Thus, it is staff's assessment that this finding can be made.

5. The proposed use would be compatible with the existing and future land uses within the zone and the general area in which the proposed use is to be located.

SP-5 designates the Workplace Flex District as a location where future uses envisioned for the area include the operation of manufacturing uses and related service uses. It is also intended to provide for those uses which are supportive of or provide a direct service to adjacent uses. Furthermore, the City's General Plan Land Use Element designates the Project Site within the light industrial land use area, where future uses envisioned for the area include the operation of similar activities.

The request to allow the automotive impound use would further augment services offered around the project site. There is another similar type of towing facility within the vicinity but it specializes on larger vehicles. Thus, it is staff's assessment that this finding can be made.

6. There would be adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety.

The existing site is adequately served by existing water, sanitation, and public utilities. Any required future improvements to infrastructure and public utilities with the change of occupancy would be required to be developed in compliance with the requirements of the city's building and health and safety codes, including any requirements for off-site improvements and utility connections from the City's Public Works Department. Thus, it is staff's assessment that this finding can be made.

7. There would be adequate provisions for public access to serve the subject proposal.

The subject site is located on the southern side for First Street between Hubbard Street and Orange Grove Avenue. The project site provides two points of access off of First Street one driveway apron measures approximately 30 feet while the other is approximately 16 feet wide. These driveway entrances shall be maintained in order to provide proper ingress and egress to the subject property. Thus, it is staff's assessment that this finding can be made.

8. The proposed use would be appropriate in light of an established need for the use at the proposed location.

Within the Workplace Flex District, the operation of an automotive impound area is a permitted use through the city's review and approval of a conditional use permit. The request to allow the operation of an automotive impound area is an appropriate and compatible use for the types of businesses currently established and potentially permitted uses that the Workplace Flex District allows. Approval of the CUP for the operation of a automotive impound area helps to encourage development that addresses an unmet market demand for such uses. CUP approval at the Project Site expands locally serving uses, which in turn helps

to draw new businesses to the area and create an active industrial district and further revitalize of the area. Thus, it is staff's assessment that this finding can be made in this case.

9. The proposed use is consistent with the objectives, policies, general land uses and programs of the City's general plan.

The City's General Plan Land Use Element designates the Project Site as Light Industrial land use area, as a location where future uses envisioned for the area include the operation of light manufacturing uses and related services. This division is designed to complement the existing uses and increase business activity within the vicinity and with adjacent land uses. It is also intended to provide for those uses which are supportive of or provide a direct service to the surrounding uses. The operation of an automotive tow yard would complement adjacent uses which are characterized by largely manufacturing and industrial uses. This helps maintain an identity within the area that is distinct from surrounding communities. Thus, it is staff's assessment that this finding can be made in this case.

10. The proposed use would not be detrimental to the public interest, health, safety, convenience or welfare.

The requested CUP to allow for an automotive impound use as established in the Development Standards of the Workplace Flex District of the SP-5 Zone will not be detrimental to the public interest, health, safety, convenience or welfare due to the fact that the proposed use will be consistent with and complementing to established uses within the vicinity. In addition, the proposed use would allow for the ongoing development and creation of jobs within the general area. With the adoption of the recommended conditions of approval for the requested CUP, the applicant would be required to provide sufficient safeguards to deter any potential public nuisance issues and protect public interest, health, safety, convenience or welfare. Noncompliance with the conditions of approval for an approved CUP would require corrective action on behalf of the business owner and may result in revocation of the granted CUP. Thus, it is staff's assessment that this finding can be made in this case.

BE IT FURTHER RESOLVED that based upon the foregoing, the Planning and Preservation Commission hereby approves Conditional Use Permit 2018-008, subject to the Conditions of Approval attached as Exhibit "A".

(SIGNATURE PAGE TO FOLLOW)

PASSED, APPROVED AND ADOPTED this 8th day of January 2019.

_____,
ALVIN DURHAM, CHAIRPERSON

ATTEST:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I, TIMOTHY T. HOU, Secretary to the Planning and Preservation Commission of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Preservation Commission and signed by the Chairperson of said City at a meeting held on the 8th day of January 2019; and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

TIMOTHY T. HOU, AICP, SECRETARY TO THE PLANNING
AND PRESERVATION COMMISSION

EXHIBIT “A”
CONDITIONS OF APPROVAL

PROJECT NO. : **Conditional Use Permit 2018-008**
Site Plan Review 2018-050

PROJECT ADDRESS : 1946 First Street, San Fernando, CA 91340
(Los Angeles County Assessor’s Parcel No: 2520-001-007)

PROJECT DESCRIPTION : The proposed “Project” is a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of an automotive impound area within the Workplace Flex District of the San Fernando Corridors Specific Plan Zone located at 1946 First Street.

The following conditions shall be made a part of the approval of the project, and shall be complied with in their entirety, as determined by the Community Development Department:

1. Conditional Use Permit Entitlement. The conditional use permit is granted for the land described in this application and any attachments thereto, as reviewed by the Planning and Preservation Commission on January 8, 2019, except as herein modified to comply with these Conditions of Approval.
2. Indemnification. The property owner and the project applicant, shall indemnify, protect, hold harmless and defend the City and any agency or instrumentality thereof, and/or any of its officers, employees and agents from any and all claims, actions, or proceedings against the City to attack, set aside, void, annul, seek monetary damages resulting from an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board or legislative body including actions approved by the voter of the City, concerning the entitlement application. City shall promptly notify both the property owner and developer of any claim, action, or proceeding to which this condition is applicable and shall further cooperate fully in the defense of the action. The City reserves its right to take any and all action the City deems to be in the best interest of the City and its citizens in regard to such defense. The property owner and developer shall defend, indemnify and hold harmless the City for all costs and fees incurred in additional investigation or study of, or for supplementing, redrafting, revising, or amending, any document (such as an environmental impact report or related environmental assessment) if made necessary through the initiation of the project.
3. Operation. All activities shall be confined within the 22,500 square foot lot. The operation shall be limited to:
 - No more than 20 impounded vehicles shall be stored on-site
 - No more than 4 tow trucks shall occupy the site at any given time
 - There shall not be any type of vehicle repairs done on-site
 - Under no circumstances may impounded vehicles or tow vehicles be stored or parked on City streets.
4. Hours of Operation. The hours of operation shall be restricted to:

- Monday – Friday 8:00 AM to 5:00 PM (Open to Public)
 - Tow trucks shall be allowed to operate on-call after normal business hours
5. Fencing. All perimeter fencing shall comply with the development and design standards within the San Fernando Corridors Specific Plan (SP-5). Any damage done to the existing fencing shall be repaired within 30 days. Any proposed new fencing shall be submitted to the Community Development Department for its review and approval.
6. Signage. Any future proposed signage shall comply with the City's applicable sign regulation and shall require the submittal, review, and approval of a sign permit application prior to the placement or any signage on the property.
7. Surveillance. A security camera system shall be installed on the premises and shall be maintained in proper working order at all times. The security camera system shall be subject to inspection by the police department in the event of incident at or near the subject property. The system must be capable of producing retrievable images on film or tape that can be enlarged through projection or other means. The video or digital recordings generated by the system shall be maintained for a period of 30 days. Special security measures such as security guards, door monitors, and burglar alarms systems may be required as a condition of approval with final determination made by the chief of police and the chief planning official on a case-by-case basis.
8. Revocation. Violation of, or noncompliance with, any of these conditions of approval may constitute grounds for revocation of this conditional use permit, as provided below:
- a. Upon the issuance of, and conviction for, three zoning violation citations;
 - b. Where conditions and activities associated with the operation of the future tenant, as defined herein, interfere with the quiet enjoyment of life and property in the neighborhood, or are or tend to be, injurious to health and safety of persons in the neighborhood. These include, but are not limited to the following:
 - i. Excessive noise, noxious smells or fumes, loitering, littering, disturbing the peace, illegal drug activity, public vandalism, graffiti, lewd conduct, gambling, illegal parking, traffic violations, theft, assaults, batteries;
 - ii. Illegal sale, manufacture, storing, possession, distribution of illegal items; or,
 - iii. Police detention, citation, and/or arrests for these or any other unlawful activity attributed to the sale and/or consumption of illegal items declared by the City to be a public nuisance;
9. Lighting. Adequate lighting shall be provided within the parking lot of the subject property. All exterior lighting shall be decorative cut-off fixtures (where no light is emitted above the horizontal plane) with the light source fully shielded or recessed to preclude light trespass or pollution up into the night sky. Also, any building-mounted luminaries shall be attached to walls or soffits, and the top of the fixture shall not exceed the height of the roof. All proposed light fixtures shall be designed in a manner that is consistent with the overall design of the building and shall not disturb or create glare

towards neighboring properties. In addition, any decorative uplighting, such as those that illuminate building facades or landscaping, shall be operated on timers that turn off illumination no later than 12 midnight, nightly. The Community Development Department shall review and approve all light fixtures prior to installation. In addition, all lighting shall also comply with the following requirements:

- a) The equivalent of one foot-candle of illumination shall be provided throughout the parking area;
 - b) All lighting shall be on a time-clock or photo-sensor system;
 - c) All lighting shall be designed to confine direct rays to the premises. No spillover beyond the property line shall be permitted; and,
 - d) All lighting shall consist of metal halide, LED type lighting or similar. Illumination shall not include low or high pressure sodium lighting.
10. Property Maintenance. The subject site and its immediate surrounding area shall be maintained in a clean, neat and orderly manner at all times and shall comply with the property maintenance standards as set forth in the San Fernando City Code.
11. Landscape. All proposed on-site and off-site plantings shall be kept in a healthy and growing condition, consistent with the design of a landscaping and irrigation plan approved by the Community Development Department. Fertilization, cultivation, tree pruning shall be a part of regular maintenance. Good horticultural practices shall be followed in all instances. The landscape design shall be further refined as necessary to improve the level of design quality by focusing on important design principles. Further landscape design refinements shall address, but not be limited to, the following:
- a) The landscaping shall be provided with an appropriate low-maintenance landscape design and material selection that is attractive, durable and drought-tolerant. All proposed landscaping shall be arranged to emphasize visual attractiveness as viewed from the public right-of-way.
 - b) All proposed landscaped areas shall be served by well-balanced automatic irrigation system operated by an electrically timed controller station set for early morning irrigation and maintained in a manner consistent with the approved landscape plan. The final landscaping/irrigation plan shall identify the size and location of all landscape materials and irrigation equipment. Water conservation measures shall be incorporated in the irrigation plan;
 - c) The landscape plan shall provide specifications for the following: design of hardscape elements, including pedestrian walkways, paved areas, common areas, seating, landscape planters, lighting, etc.; planting materials, including, trees, shrubs, ground cover, grass, miscellaneous plant materials, landscape containers and soil preparation; and, automatic irrigation plans, including materials and details;
 - d) Vacated doors, landings, windows and ramps shall be removed and replaced with adequate landscaping and window fixtures. Windows that are screened from the inside shall be required to provide a green screen landscaped wall on the exterior façade in order to maintain balanced

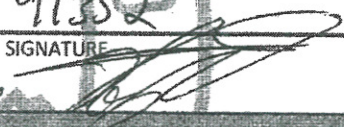
and aesthetic appealing design quality. The implementation of these design features will be subject to review by the Community Development Department.

12. Mechanical and Utility Equipment. All ground mounted mechanical and utility equipment, including but not limited to transformers, terminal boxes, risers, backflow devices, gas meters, electric meters, meter cabinets, and heating, ventilation, and air conditioning (HVAC) units shall be screened from public view and treated to match the materials and colors of the building. All Electrical service facilities and equipment on or adjacent to the site shall be planned and located, relocated or modified in a manner consistent with Southern California Edison Company guidelines to minimize human exposure to electromagnetic fields on the site and on adjacent properties, and with any other applicable requirements or guidelines of the California Public Utilities Commission or any other agency with jurisdiction, unless otherwise specified by the Community Development Department. All mechanical and utility equipment locations and screening/treatment shall be approved by the Community Development Department prior to installation or modification.
13. Utilities. Unless otherwise approved by the Community Development Department, all utilities shall be located underground. The applicant shall comply with all applicable requirements or guidelines of any relevant utility company, the California Public Utilities Commission, or any other agency with jurisdiction, relating to construction and/or occupancy of structures in proximity to any over-head or underground utility lines which are adjacent to or extend through the subject property, unless otherwise specified by the Community Development Department. Applicant shall provide any utility easements as necessary.
14. SCAQMD. South Coast Air Quality Management District ("SCAQMD") must be contacted prior to any demolition or renovation. Call (909) 396-2000 for further information. Failure to comply with the provisions of Rule 1403 may result in a penalty of up to \$25,000 per day. Once approval from SCAQMD has been obtained, a City of San Fernando Demolition Permit is required for any existing buildings or structures which are to be demolished and must be obtained prior to any work commencing.
15. Surface Runoff. All requirements of the National Pollutant Discharge Elimination System (NPDES) shall be complied with and an NPDES permit, including but not limited to the installation of any required clarifiers and/or on-site infiltration system, must be obtained prior to any occupation or use of the site. During construction, the project site shall comply with all applicable Best Management Practices (BMPs).
16. Construction Hours. Construction activity on Mondays through Fridays shall comply with the current San Fernando City Code standards for construction of 7:00 a.m. to 6:00 p.m. In addition, any construction on Saturday shall be from 8:00 a.m. to 6:00 p.m. Unless otherwise allowed in the City's Noise Ordinance, no construction shall be allowed on Sundays and Federal Holidays.
17. Graffiti Removal. Unless otherwise specified in the conditions of approval, the property owner(s), operator and all successors shall comply with the graffiti removal and deterrence requirements of the San Fernando City Code. The property owner(s), operator and all successors shall provide for the immediate removal of any graffiti vandalism occurring on the property and, where applicable, the restoration of the surface on which the graffiti exists. Such restoration shall entail repainting or refinishing of the surface with a color or finish that matches the color or finish of the remaining

portions of the structure being painted, and including treatment of the surface or site with measures to deter future graffiti vandalism as approved or required by the community development department. Property owner(s), operator and all successors shall maintain an additional stock of exterior paints and finishes for immediate execution of graffiti removal. Unless removed by the property owner or their designee within the specified time frame required by city code, property owner(s), operator and all successors shall grant the right of access to authorized agents of the City of San Fernando to remove graffiti from any surface on the property that is open and accessible from city property or public right-of-way, at the expense of the owner(s) or operator and all successors.

18. Site Inspections. The Community Development Department shall have the authority to inspect the site to assure compliance with these conditions of approval. The applicant and all successors shall grant the right of access to authorized agents of the City of San Fernando to conduct periodic inspections of the property.
19. Modifications. Unless the chief planning official deems a proposed change to the approved plans and operation a minor modification, any and all other modifications to the development plan, including these conditions of approval, shall require review and approval by the Planning and Preservation Commission. Expansion or enlargement of the business activity beyond the thresholds permitted by this entitlement shall be subject to the CUP modification approval process.
20. Acceptance. Within thirty (30) days of approval of this conditional use permit, the applicant or their duly authorized representative shall certify the acceptance of the conditions of approval by signing a statement using an acceptance affidavit form provided by the City of San Fernando that acknowledges acceptance of and commitment to adhere to all of the conditions of approval.
21. Recordation. The applicant shall provide the Community Development Department with proof that the conditions of approval have been recorded with the Los Angeles Registrar Recorder/County Clerk's Office.
22. Building Code Requirements. The applicant shall comply with all applicable building and construction requirements of the City of San Fernando's building codes, as specified by the City's Community Development Department.
23. Public Review of Conditions of Approval. A copy of these conditions of approval shall be retained on-site at all times during the hours of operation of the industrial building and shall be made available for viewing upon public request or upon request by any city official. Employees of the business shall not prohibit a request of the public to view the conditions of approval for this entitlement.
24. Expiration. This conditional use permit shall become null and void unless exercised by obtaining building permits to implement the construction granted by this entitlement within twelve (12) months of final approval. Additional time in increments of six (6) months at a time may be granted, at the discretion of the Community Development Department Director.

THE CITY OF
SAN FERNANDO**CONDITIONAL USE PERMIT APPLICATION**

PROJECT INFORMATION			
SITE ADDRESS(ES) 1946-2000 1st Street			
ASSESSORS PARCEL NUMBER(S) "APN" 2520 001 007 2520 001 006			
LOT SIZE 20,753 SF		EXISTING BUILDING (SQUARE FOOTAGE) 816 SF	
PROPOSED ADDITION (SQUARE FOOTAGE)		TOTAL PARKING SPACES (ON-SITE/OFF-SITE)	
PROPOSED USE(S) Towing Dispatch and Auto Storage		LANDSCAPING (SQUARE FOOTAGE)	
PROJECT DESCRIPTION/TYPE OF CONDITIONAL USE PERMIT REQUEST Include any additional information on separate sheet and attach to the back of this application			
APPLICANT INFORMATION			
APPLICANT NAME Hovig Gaboudian		PHONE NUMBER 818-679-5555	
MAILING ADDRESS 9030 Norris Ave San Valley 91352			
FAX NUMBER 818-771-1178	EMAIL ADDRESS JonStowing@yahoo.com	SIGNATURE 	
PROPERTY OWNER INFORMATION			
PROPERTY OWNER NAME T+B FAITH-SMITH FAMILY TRUST BARBARA FAITH-SMITH INCORPORATED		PHONE NUMBER 818-402-4381	
MAILING ADDRESS 2729 Deerwood Ave, Simi Valley, CA 91365			
FAX NUMBER 818-210-5778	EMAIL ADDRESS BarbaraFaithSmith@gmail.com	SIGNATURE BarbaraFaithSmith	
FOR OFFICE USE ONLY			
CUP APPLICATION \$ 3,891.20	ZONE WPF SP-5	GENERAL PLAN AREA	FILE NUMBER
AIMS SURCHARGE \$ 389.12	DATE FILED 11/26/18		CUP NO. 2018-008
ENVIRONMENTAL \$ 204.00	ACCEPTED BY GM		AIMS NO.
NOTIFICATION \$ 120.00			CROSS REFERENCE
PUBLISHING \$ 600.00			SPR NO. 2018-050
TOTAL FEE \$5,204.32			VAR NO.
COMMENTS			OTHER

ENVIRONMENTAL INFORMATION FORM (APPLICANT)

GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

Houig Galoudion

2. ADDRESS OF PROJECT

1946 First St. San Fernando

3. ASSESSOR'S BLOCK AND LOT NUMBER

2520-001-001

4. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

Houig Galoudion 818-679-5555

5. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

6. EXISTING ZONING DISTRICT

7. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

Dispatch and towing Automotive and impound

PROJECT DESCRIPTION

8. SITE SIZE

20753 SF

9. SQUARE FOOTAGE

20753 SF

10. NUMBER OF FLOORS OF CONSTRUCTION

11. AMOUNT OF OFF-STREET PARKING PROVIDED

0

12. PROPOSED SCHEDULING

13. ASSOCIATED PROJECTS

14. ANTICIPATED INCREMENTAL DEVELOPMENT

N/A

15. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

N/A

16. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

17. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

Towing, 8 per shift

CERTIFIED PROPERTY OWNER'S LIST

AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I, Hovig Gaboudian, hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of five hundred (500) feet from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.

(SIGNED)

NAME

ADDRESS

PHONE



Hovig Gaboudian

1946 - 2000 First st

SAN Fernando CA 91340

818-679-5555

INCORPORATED
AUG. 31, 1911

CALIFORNIA

SITE PLAN REVIEW/ PLANNING REVIEW APPLICATION

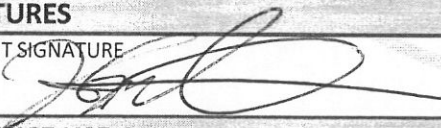
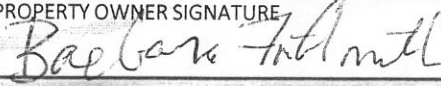
PROPOSED DEVELOPMENT REVIEW CHECKLIST (CONTINUED)

Does the project propose to enclose a porch or staircase?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a new and/or additional deck, patio cover, or trellis?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is the project proposed on a vacant parcel of land?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is an accessory dwelling unit proposed?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new residential, commercial, industrial, or institutional buildings?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is any proposed accessory structure greater than 400 square feet?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an additional residential unit in an existing residential development?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose a primary residential building that will be larger than the average of structures in the immediate vicinity in the same zone?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Is <u>any</u> change in use proposed (i.e.: residential to commercial, single-family to multi-family, etc)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Will the proposal expand or intensify a current land use?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include a façade improvement that would compromise or significantly alter the original character of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose an addition greater than 50% of the existing square footage of the structure?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Will the proposal increase vehicular traffic resulting in a change of traffic volume or patterns in the area, parking, noise, lighting, etc.?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the proposal include <u>any</u> addition in square footage to a commercial, industrial, or institutional building?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

SITE PLAN SUBMITTAL REQUIREMENTS – CONTENT OF THE SITE PLAN

The site plan shall indicate clearly and will full dimensions the following information:

- (1) Lot dimensions, setbacks, yards, and open space.
- (2) Existing and proposed buildings and structures, including location, size, height, number of stories, proposed use, and location of doors.
- (3) Distance between proposed structure and any off-site structure located within 10 feet of the property line on adjacent lots.
- (4) Walls, fences, and landscaping: location, height, and materials.
- (5) Off-street parking: location, dimensions of parking area, number of spaces, arrangement of spaces, and internal circulation pattern.
- (6) Access: pedestrian, vehicular, service; and definitions of all points of ingress and egress.
- (7) North arrow, scale, and site address.
- (8) Loading areas: location, dimensions, number of spaces, internal circulation, and access from public streets.
- (9) Lighting: including general nature, location, and hooding devices.
- (10) Existing and proposed off-site improvements: including location of utility poles, fire hydrant, street lights, street trees, parkway landscape, and water meter.
- (11) Landscaping: including existing mature trees and proposed trees and plant materials.
- (12) Outdoor storage and activities if permitted in the zone: including type, location, and height of screening devices.
- (13) Drainage and grading plan.
- (14) Such other data as may be required to assist the planning director to act on the plan.

APPLICANT INFORMATION		
APPLICANT NAME JON Hovig Gaboudian		PHONE NUMBER 818-679-5555
MAILING ADDRESS 9030 Norris Ave sun Vally CA 91352		
EMAIL ADDRESS JONStowing@yahoo.com		FAX NUMBER 818-771-1178
PROJECT INFORMATION		
SITE ADDRESS 1946 First ST / 2000 First st		
REQUEST (WHAT IS BEING APPLIED FOR) TOWING operation		
ASSESSORS PARCEL NUMBER(S) "APN" 2520-001-007		
BUILDING SIZE 920		
BUILDING ADDITION (IF ANY) NA		
PARKING AVAILABLE (NUMBER) 4		
LANDSCAPING PROVIDED (IN SQUARE FEET)		
PROPERTY OWNER INFORMATION		
PROPERTY OWNER NAME Frith smith Barbara E Frith smith Family TRUST		PHONE NUMBER 818 407-4381
MAILING ADDRESS 2729 Deerwood Ave Simi Valley CA 93065		
EMAIL ADDRESS barbarafrithsmith@gmail.com		FAX NUMBER
SIGNATURES		
APPLICANT SIGNATURE 		PROPERTY OWNER SIGNATURE 
FOR OFFICE USE ONLY		
DATE FILED 11/26/18	ACCEPTED BY GM	
CASE NO. SPR 2018-050	ZONING WPS SP-5	GPA

ENVIRONMENTAL INFORMATION FORM (APPLICANT)

GENERAL INFORMATION

1. NAME AND ADDRESS OF DEVELOPER OR PROJECT SPONSOR

Hovig Gaboudian

2. ADDRESS OF PROJECT

1946, 2000 First St San Fernando

ASSESSOR'S BLOCK AND LOT NUMBER

Block 228, Lots 637 / APN: 2520-001-007

3. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON TO BE CONTACTED CONCERNING THIS PROJECT

Hovig Gaboudian 10418 Bloomfield St Torrance CA 90503 818-679-5555

4. LIST AND DESCRIBE ANY OTHER RELATED PERMITS AND OTHER PUBLIC APPROVALS REQUIRED FOR THIS PROJECT, INCLUDING THOSE REQUIRED BY CITY, REGIONAL, AND FEDERAL AGENCIES

City Business License

5. EXISTING ZONING DISTRICT

SF M2

6. PROPOSED USE OF SITE (PROJECT FOR WHICH THIS FORM IS FILLED)

Towing operation

PROJECT DESCRIPTION

7. SITE SIZE

0.396

8. SQUARE FOOTAGE

17,272 (Building 920) per county Assessors

9. NUMBER OF FLOORS OF CONSTRUCTION

N/A No construction will be done

10. AMOUNT OF OFF-STREET PARKING PROVIDED

N/A

11. PROPOSED SCHEDULING

12. ASSOCIATED PROJECTS

N/A

13. ANTICIPATED INCREMENTAL DEVELOPMENT

N/A

14. IF RESIDENTIAL, INDICATE THE NUMBER OF UNITS, SCHEDULE OF UNIT SIZES, RANGE OF SALE PRICES OR RENTS, AND TYPE OF HOUSEHOLD SIZE EXPECTED

15. IF COMMERCIAL, INDICATE THE TYPE, WHETHER NEIGHBORHOOD, CITY OR REGIONALLY ORIENTED, SQUARE FOOTAGE OF SALES AREA, AND LOADING FACILITIES

16. IF INDUSTRIAL, INDICATE TYPE, ESTIMATED EMPLOYMENT PER SHIFT, AND LOADING FACILITIES

17. IF INSTITUTIONAL, INDICATE THE MAJOR FUNCTION, ESTIMATED EMPLOYMENT PER SHIFT, ESTIMATED OCCUPANCY, LOADING FACILITIES, AND COMMUNITY BENEFITS TO BE DERIVED FROM THE PROJECTS

Towing / Dispatch 4 Per shift

PROJECT DESCRIPTION (CONTINUED)

18. IF THE PROJECT INVOLVES A VARIANCE, CONDITIONAL USE OR REZONING APPLICATION, STATE THIS AND INDICATE CLEARLY WHY THE APPLICATION IS REQUIRED

ENVIRONMENTAL SETTING *Please attach a brief description of the property involved (#19) and the surrounding area (#20). This can be very short and simple, a paragraph for each item.*

19. ON A SEPARATE PAGE, DESCRIBE THE PROJECT SITE AS IT EXISTS BEFORE THE PROJECT, INCLUDING INFORMATION ON TOPOGRAPHY, SOIL STABILITY, PLANTS AND ANIMALS, AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. DESCRIBE ANY EXISTING STRUCTURES ON THE SITE, AND THE USE OF THE STRUCTURES. ATTACH PHOTOGRAPHS OF THE SITE.

20. ON A SEPARATE PAGE, DESCRIBE THE SURROUNDING PROPERTIES, INCLUDING INFORMATION ON PLANTS AND ANIMALS AND ANY CULTURAL, HISTORICAL OR SCENIC ASPECTS. INDICATE THE TYPE OF LAND USE (RESIDENTIAL, COMMERCIAL, ETC.), INTENSITY OF LAND USE, AND SCALE OF DEVELOPMENT (HEIGHT, FRONTAGE, SET-BACK, REAR YARD, ETC.). ATTACH PHOTOGRAPHS OF THE VICINITY.

ENVIRONMENTAL IMPACT *Are the following items applicable to the project or its effects? Discuss all items below checked "yes" (attach additional sheets as necessary).*

21. CHANGE IN EXISTING FEATURES OF ANY BAYS, TIDELANDS, BEACHES, OR HILLS, OR SUBSTANTIAL ALTERATION OF GROUND CONTOURS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
22. CHANGE IN SCENIC VIEWS OR VISTAS FROM EXISTING RESIDENTIAL AREA OR PUBLIC LANDS OR ROADS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
23. CHANGE IN PATTERN, SCALE OR CHARACTER OF GENERAL AREA OF THE PROJECT?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
24. SIGNIFICANT AMOUNTS OF SOLID WASTE OR LITTER?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
25. CHANGE IN DUST, ASH, SMOKE, FUMES, OR ODORS IN VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
26. CHANGE IN OCEAN, BAY, LAKE, STREAM, OR GROUND WATER QUALITY OR QUANTITY, OR ALTERATION OF EXISTING DRAINAGE PATTERNS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
27. SUBSTANTIAL CHANGE IN EXISTING NOISE OR VIBRATION LEVELS IN THE VICINITY?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
28. SITE ON FILLED LAND OR SLOPE OF 10 PERCENT OR MORE?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
29. USE OF DISPOSAL OF POTENTIALLY HAZARDOUS MATERIALS SUCH AS TOXIC SUBSTANCES, FLAMMABLES OR EXPLOSIVES?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
30. SUBSTANTIAL CHANGE IN DEMAND FOR MUNICIPAL SERVICES (POLICE, FIRE, WATER, SEWAGE, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
31. SUBSTANTIAL INCREASE IN FOSSIL FUEL CONSUMPTION (ELECTRICITY, OIL, NATURAL GAS, ETC.)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
32. RELATIONSHIP TO LARGER PROJECT OR SERIES OF PROJECTS?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

CERTIFICATION *I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.*

APPLICANT NAME

Harry G. Boudier

APPLICANT SIGNATURE

[Signature]

DATE

11/20/18

FINAL REVIEW PROCESS

- Step 8** Planning Division determines required process for final project approval.
- Step 9** If the project does not require any other review or approvals, the project may be submitted to the Building Division for Plan Checking (skip to step 11). However, if the project requires Planning Commission (i.e., Conditional Use Permit, Variance, General Plan Amendment, Zone Change, and Subdivision) or Redevelopment Agency approval, proceed to next step.
- Step 10** Submit **two (2)** sets of site plan, conceptual landscape plan, floor plan, roof plan, and elevation drawings to the Planning Division accompanied by the City-provided application and required filling fee (to include environmental fee).
- Step 11** Planning Division schedules the project to be reviewed by the appropriate hearing body. If approved, the plans, with any required revisions, may be submitted to the Building Division for Plan Checking. **(Approximately 3 weeks).**

PLAN CHECKING AND PERMIT ISSUANCE

- Step 12** Applicant submits **two (2)** sets of complete construction plans and documentation to the Building Division with the required Plan Check fee. Prior to acceptance by the Building Division, the Planning Division shall review the plans to ensure that they include any and all requested revisions. Building Division routes plans to other Departments and/or Divisions for review and approval. **(Approximately 3 weeks).**
- Step 13** The plans are reviewed for compliance with applicable City and State Uniform Building and Fire Codes. If any deficiencies are noted, the plans must be corrected and resubmitted to the Building Division for further review. However, if the plans are approved or approved with conditions, building permits may be obtained.
- Step 14** Once the plans have received Building Division approval and all other Division and Department (i.e., Planning, Public Works, Fire, etc.) approvals, building permits may be issued. The building permit fee is based on the valuation of the proposed development. This is determined by the type of construction and cost per square foot as adopted in the City's fee schedule. Also, any Public Works fees must be paid at this time. Additionally, the applicant is required to pay a school fee (\$x.xx/sq. ft. of building area) to the Los Angeles Unified School District. Upon completion of construction a Certificate of Occupancy will be granted.

Decisions of City Staff may be appealed to the Planning Commission. Additionally, decisions of the Planning Commission are appealed to the City Council. Appeals must be filed with the City Clerk within ten (10) days of the decision. The fee to appeal a decision is ½ the application fee. The City's Planning Division will coordinate the entire development review process.

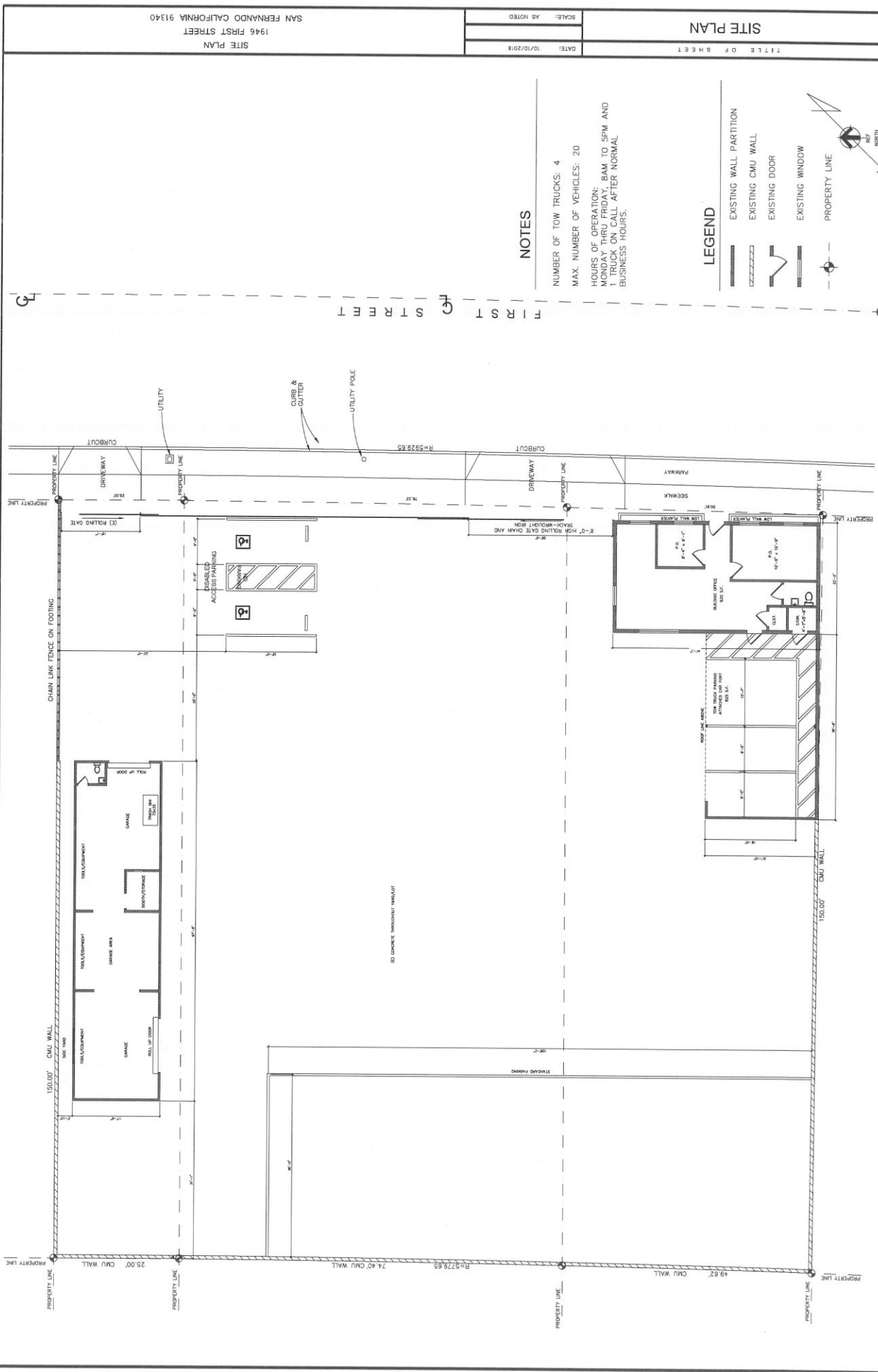
PROPOSED DEVELOPMENT REVIEW CHECKLIST *The following checklist will aid the Planning Division in determining the level of review required for the proposed development submittal.*

Does the project propose new, altered, or the replacement of any of the following:

Electrical, mechanical, and/or plumbing fixtures and systems	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Roofing material (no structural changes to roof design)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Change of window(s) (not materially altering the appearance or character of the structure)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose <u>any</u> interior alterations (does not increase square footage or building height)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose new landscaping and/or hardscaping (including plant materials, driveways, walkways, and planters)?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the removal of any mature trees?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new and/or additional business identification signage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose any new wall or fence construction?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project proposal require any building demolition?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Does the project propose the construction of any carport or garage?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

Issued for Plan Check: 10-10-18

<h1 style="text-align: center;">SITE PLAN</h1> <p style="text-align: center;">Issued for Plan Check: 10-10-18</p>		<div style="display: flex; justify-content: space-between;"> <div> <p>SCALE: AS NOTED</p> <p>DATE: 10/10/18</p> </div> <div> <p>COVER SHEET</p> <p>TITLE OF SHEET</p> </div> </div>		A-0
		<p style="text-align: right;">SAN FERNANDO CALIFORNIA 91340</p> <p style="text-align: right;">1946 FIRST STREET</p> <p style="text-align: right;">SITE PLAN</p>		A-0
<div style="display: flex; justify-content: space-between;"> <div> <p>BUILDING INFO</p> <p>1. BUILDING TYPE: 1 UNIT</p> <p>2. OFFICE 920 S.F.</p> <p>3. YEAR BUILT/EFFECTIVE YEAR BUILT: 1977/1977</p> <p>4. APN: 2520-001-007</p> <p>5. ZONE: C-1</p> </div> <div> <p>LEGAL DESCRIPTION</p> <p>TRACT # 18146 THAT PART SE OF A LINE PARALLEL WITH AND DIST SE AT R/A 25 FT FROM NW LINE OF LOT 6 AND ALL OF LOT 7</p> </div> </div>		<p style="text-align: center;">PROJECT DATA</p>		<p style="text-align: center;">SHEET INDEX</p>
		<p style="text-align: center;">SCOPE OF WORK</p>		
<div style="display: flex; justify-content: space-between;"> <div> <p>LOT AREA</p> <p>EXISTING OFFICE BUILDING 22,745 SQ. FT.</p> <p>ATTACHED CAR PORT 920 SQ. FT.</p> <p>EXISTING GARAGE/TOOLS 825 SQ. FT.</p> <p>EXISTING GARAGE/TOOLS 1,177 SQ. FT.</p> </div> <div> <p>CONDITIONAL USE PERMIT REQUIRED</p> <p>1. (A) DISCLOSED TO THE PUBLIC</p> <p>2. (B) DISCLOSED TO THE PUBLIC</p> <p>3. (C) DISCLOSED TO THE PUBLIC</p> <p>4. (E) DISABLED ACCESS PARKING-RESTRIPE AS REQ'D.</p> </div> </div>		<p style="text-align: center;">SQUARE FOOTAGE SUMMARY</p>		<p style="text-align: center;">VICINITY MAP</p>
		<p style="text-align: center;">1946 1ST STREET</p>		
<p style="text-align: center;">ARCHITECTURAL</p> <p>A-0 COVER SHEET</p> <p>A-1 SITE PLAN AND EXISTING OFFICE</p>		<p style="text-align: center;">SCOPE OF WORK</p>		<p style="text-align: center;">SHEET INDEX</p>
<p style="text-align: center;">PROJECT DATA</p>		<p style="text-align: center;">SQUARE FOOTAGE SUMMARY</p>		



EXISTING SITE PLAN

1/8" = 1'-0" A-1

SITE PLAN

TITLE OF SHEET

DATE: 10/10/2018

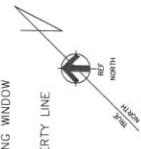
SCALE: AS NOTED

NOTES

NUMBER OF TOW TRUCKS: 4
 MAX. NUMBER OF VEHICLES: 20
 HOURS OF OPERATION:
 MONDAY THRU FRIDAY, 8AM TO 5PM AND
 1 TRUCK ON CALL AFTER NORMAL
 BUSINESS HOURS.

LEGEND

- EXISTING WALL PARTITION
- EXISTING CMU WALL
- EXISTING DOOR
- EXISTING WINDOW
- PROPERTY LINE





View off of First Street (showing both driveway approaches)



View of proposed administrative office building for automotive impound use



Approximately eight foot tall wrought iron fence along First Street (two rolling fence entrances)



Accessory structure for use of automotive impound business (no repair or storage of vehicles)



Storage vehicle area of impounded vehicles (maximum of 20 vehicles)



**NOTICE OF A
PUBLIC HEARING**

THE CITY OF SAN FERNANDO PLANNING AND PRESERVATION COMMISSION

A public hearing on this matter and associated potential environmental impacts, if any, will be conducted by the City of San Fernando Planning and Preservation Commission on:

DATE: January 8, 2019

TIME: 6:30 p.m.

HEARING LOCATION: City Hall Council Chambers, 117 Macneil Street, San Fernando, CA 91340

PROJECT LOCATION: 1946 First Street, San Fernando, CA
(Los Angeles County Assessor's Parcel No: 2520-001-007)

APPLICATION: Conditional Use Permit 2018-008 and SPR 2018-050

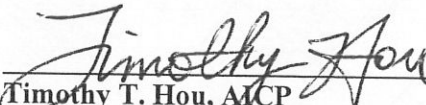
PROJECT DESCRIPTION:

The project consists of a request for the approval of a Conditional Use Permit and Site Plan Review for the operation of an automotive impound yard with a maximum storage of twenty (20) vehicles and existing ancillary dispatch area within the Workplace Flex District of the San Fernando Corridors Specific Plan (SP-5). The project site is located on an approximately 22,745 square foot lot and is located on the southern side of First Street between Hubbard Avenue and Orange Grove Avenue.

Pursuant to the California Environmental Quality Act (CEQA) of 1970, the project is exempt pursuant to Class 1 Section 15301 (Operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses) of CEQA. Members of the public are invited to submit written comments regarding said report by or before the close of the public hearing. Written responses received by noon, January 3, 2019 will be included with the staff report for review by the Commission.

Interested members of the public may also provide verbal comments or written comments regarding any aspect of the proposed project (including the environmental documents referenced above) during the public comment portion of the public hearing on this matter. Please note that interested parties who may later wish to appeal or otherwise challenge any findings made or action taken by the Planning and Preservation Commission may be limited to appealing or challenging only those issues or concerns that were raised orally or in writing by or before the close of the public hearing conducted by the Planning and Preservation Commission.

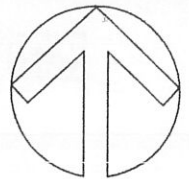
For further information regarding this proposal, please contact Gerardo Marquez, Associate Planner at (818) 837-1540 or gmarquez@sfcity.org or by written correspondence to: City of San Fernando, Community Development Department, 117 Macneil Street, San Fernando, CA 91340-2993.



Timothy T. Hou, AICP
Director of Community Development

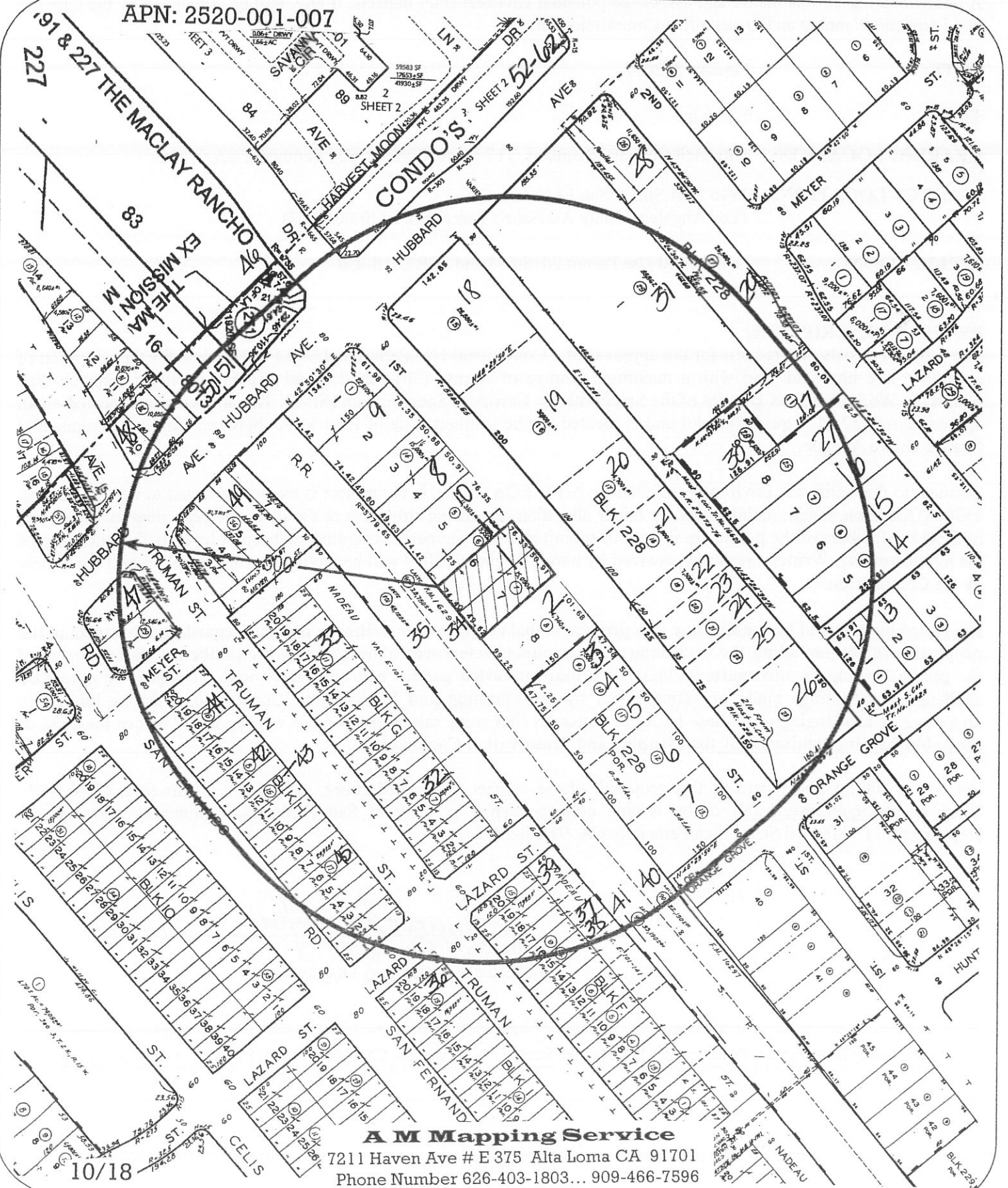
PROJECT INFORMATION

1946 1st ST.
SAN FERNANDO, CA.



SCALE 1" = 200'

APN: 2520-001-007



A M Mapping Service

7211 Haven Ave # E 375 Alta Loma CA 91701

Phone Number 626-403-1803... 909-466-7596

10/18