



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

**APPROVED MINUTES OF THE  
JANUARY 8, 2019 MEETING  
CITY HALL COUNCIL CHAMBER**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PLANNING AND PRESERVATION COMMISSION (“Commission”). AUDIO OF THE ACTUAL MEETINGS 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 6:30 p.m.

**ROLL CALL**

The following persons were recorded as present:

**PRESENT:**

Chairperson Alvin Durham, Commissioners Ivan Gonzalez, and Yvonne Mejia

**ABSENT:**

Commissioners Aida Montes and Jennifer Perez-Helliwell

**ALSO PRESENT**

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

**APPROVAL OF AGENDA**

Commissioner Y. Mejia recommended to continue the Reorganization of Planning and Preservation Commission to the next regularly scheduled meeting and moved to approve the agenda of January 8, 2019 meeting with the minor modification. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

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

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### CONSENT CALENDAR

Chairperson A. Durham moved to approve the minutes of the December 4, 2018, Planning and Preservation Commission Meeting. Seconded by I. Gonzalez, the motion carried with the following vote:

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

### CONTINUED BUSINESS

1. 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 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 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 lot and is located on the northeastern corner of San Fernando Road and Meyer Street.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending 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 of the San Fernando Corridors Specific Plan Zone.

### PUBLIC COMMENTS

**Tom Ross** - Government Affairs Chairperson for Chambers of San Fernando – Mr. Ross has a couple concerns with the parking because it is an island. He stated that this is a nice building which is the first structure seen as you enter the city but that the building was not built for the proposed project. He stated that without knowing the maximum occupancy at the banquet hall it would be difficult to determine the number of parking spaces needed for the location. The property is between two busy streets and not all patrons will want to use the valet parking and so their only other option would be to park at a neighboring street and navigate to the location without a pedestrian crosswalk. He expressed concern with some of the existing walkways that don't lead to an entrance he is concerned that it will cause confusion for those visiting the location. He stated that he wants the occupant to have the best experience and to succeed.

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**Artec Kaskevian** – Mr. Kaskevian spoke on behalf of the applicant who acknowledged the concerns that were raised but he wanted to reassure the Commission and the concerned audience member that they are not new to this business activity because they have been in business for several years. He stated that on an average there are a total of 3-4 occupants per vehicle and that they will posting signs to inform patrons where the valet drop off will be located and how visitors will be able to access the building.

### COMMISSION DISCUSSION

Y. Mejia asked if the patrons will be able to access the parking lot across the street.

A. Kaskevian indicated that the parking lot across the street would only be accessible by staff for to park vehicles that use the valet service.

Y. Mejia asked if the valet service cost is built automatically in to the rental contract.

A. Kaskevian stated that the valet service is not optional, it is a requirement of the rental of the banquet hall.

Y. Mejia stated that there are several access doors to the building and she asked about the plans to keeping those access points or closing them off.

A. Kaskevian stated that one of those access points will be kept for access by employees and vendors. The main entrance will be a prominent on the building.

Y. Mejia asked about the security personnel and if they will be onsite from the start of the event and be present until the last guest has left.

A. Kaskevian agreed.

A. Durham agreed with Mr. Ross' comment regarding that the location is the first building seen at that end of the city and it is a nice building.

Y. Mejia stated that this project will help other businesses in the city as well as the ride sharing businesses.

T. Hou explained that the adjacent building has been approved as a general government office building. Mr. Hou stated that he welcomes the continued revitalization of business activity in the City.

Subsequent to discussion Commissioner Y. Mejia moved to approve Conditional Use Permit 2018-007 and Site Plan Review 2018-048. Seconded by Commissioner I. Gonzalez, the motion carried with the following vote:

AYES: Y. Mejia, I. Gonzalez, and A. Durham

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NOES: None  
ABSENT: A. Montes and J. Perez-Helliwell  
ABSTAIN: None

### NEW BUSINESS

1. Conditional Use Permit 2018-009 and Site Plan Review 2018-047 – 720 Jessie Street, San Fernando, CA 91340 – Ivan Lara – McCormick Compliance Consulting – o.b.o. Big Bus Tours, 555 W. Fifth Street 35<sup>th</sup> Floor, Los Angeles, CA 90013 – 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 foot industrial building which would provide for the storage of 18 tour buses within the Limited Industrial Zone of the San Fernando Municipal Code.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending that the Planning and Preservation Commission approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047 allowing 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.

### PUBLIC COMMENTS

Samantha Guillen spoke on behalf of the applicant, indicated that the busses would not be coming in and out multiple times during the day, only leave in the morning and return at the end of the day or sooner only if there is an issue with the vehicle. She stated that she and the company are excited about coming to San Fernando.

### COMMISSION DISCUSSION

Y. Mejia stated that it is nice to have such a big name come to the City. She stated that she has used the bus company abroad. She commented on the proposed 20 employees that will be hired by the proposed applicant and hoped that they would be community members. She expressed concern with this project and the recently approved project on Park Avenue and the potential for increased traffic impacts to the area.

J. Marquez stated that the proposed project is for the storage of the busses, no loading and unloading of passengers.

Y. Mejia stated that 18 busses is a small fleet and stated she doesn't foresee a traffic impact if the busses leave once or twice a day and then return. Additionally she asked if the project was proposing an on-site fueling station.

J. Marquez indicated that a fueling station is not being proposed as part of the original project.

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A. Durham stated that he visited the location recently and stated that the building is sterile and asked about imposing some landscape requirement to somewhat soften the building.

J. Marquez stated that staff will work with the applicant to encourage softening of the exterior of the building, irrigation, security and signage.

Commissioner I. Gonzalez moved to approve Conditional Use Permit 2018-009 and Site Plan Review 2018-047. Seconded by Commissioner Y. Mejia, the motion carried with the following vote:

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

2. Conditional Use Permit 2018-008 and Site Plan Review 2018-050 – 1946 First Street, San Fernando, CA 91340 – Hovig Galoudian – 9030 Norris Avenue, Sun Valley, CA 91352 – The proposed “Project” is a request for the approval to allow 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.

### STAFF PRESENTATION

Associate Planner Jerry Marquez gave the staff presentation recommending that the Planning Commission approve Condition Use Permit 2018-08 and Site Plan Review 2018-050 allowing 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 with the Workplace Flex District of the San Fernando Corridors Specific Plan Zone.

### PUBLIC COMMENTS

Hovig Galoudian stated that this is his fourth location and that he is glad to provide such an improvement to the location which took him over a month to clean up.

### COMMISSION DISCUSSION

I. Gonzalez asks how staff would monitor the 20 cars being stored on site and the four tow trucks.

J. Marquez stated that Condition of Approval #23 states that the conditions of approval shall be made available upon request for review of compliance.

Y. Mejia stated that she doesn't want the location to resemble a junk yard and asked the applicant the maximum time a vehicle can be stored on site.

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H., Galoudian indicated that most vehicles are removed with a week and abandoned vehicles valued at less than \$4,000 can be scrapped in 31 days and for a vehicle that is valued at greater than \$4,000 can not be scrapped until 90 days, but not common.

Y. Mejia stated that she is happy to see a new tenant in the city but would like to avoid the location looking like a parking lot would like to see orderly parked vehicles. She also indicated that the building is rather dated and that landscaping could help.

T. Hou stated that if the commission is in agreement a condition may be added to include language to stage vehicles in an orderly fashion as well as language to provide some improvements to the exterior of the building.

H. Galoudian stated that he has no problems with the added condition of approval that it is his intention to keep a nice looking and orderly place of business.

Commissioner Y. Mejia moved to approve Conditional Use Permit 2018-008 and Site Plan Review 2018-050 with the added conditions that the vehicle parking must be maintained orderly and that the applicant work with staff to provide some exterior improvements. Seconded by I. Gonzalez, the motion carried with the following vote:

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

### STAFF COMMUNICATIONS

T. Hou informed the Commission regarding the upcoming Planning Commissioners Academy in Long Beach and asked for their availability of attending. He also gave a quick description of the upcoming cases that will be presented in the upcoming meeting.

### ADJOURNMENT

Commissioner Y. Mejia moved to adjourn to the next regularly scheduled meeting of **February 5, 2019**. Second by Commissioner I. Gonzalez, the motion carried with the following vote:

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

7:54 P.M.

Planning Commission Secretary